

Farbod Jalilfar

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[LinkedIn](#) — [GitHub](#) — [Portfolio](#)

Summary of Qualifications

- 4th-year Computer Science Co-op student specializing in **business analysis, reporting, and stakeholder communication**.
- Advanced in **Excel (PivotTables, Power Query, VBA), SQL**, and dashboarding (Power BI/Tableau) for data-driven decision support.
- Hands-on experience eliciting requirements, analyzing feasibility, and delivering reports to senior stakeholders.
- Strong collaborator with proven ability to work in cross-functional teams and support agile project delivery.

Technical & Business Skills

Analytics/BI: Excel (advanced formulas, PivotTables, Power Query, VBA), Power BI, Tableau, PowerPoint

Data: SQL (joins, aggregations, validation), data cleaning, QA checks

BA/Delivery: Requirements gathering, process mapping, SDLC/Agile exposure, risk & controls awareness

Collaboration Tools: Jira, Confluence, SharePoint

Databases: MySQL, PostgreSQL, Oracle SQL*Plus

Work Experience

Business Analyst

Sep 2025 – Present

Ministry of Economic Development, Job Creation and Trade – Toronto, ON

- Analyzed and visualized funding program data from the **Transfer Payments Ontario (TPON) database** to produce dashboards and **executive-ready reports** for senior leadership and committees.
- Scoped requirements** with cross-functional stakeholders; aligned on reporting definitions, metrics, and timelines for policy and audit readiness.
- Streamlined recurring reporting using **Excel VBA** and **SQL**, improving accuracy and reducing manual effort by **40%**.
- Prepared presentations and briefing notes summarizing risks, trends, and recommendations.

Technical Developer

Sep 2023 – May 2024

IEEE Toronto Metropolitan University – Toronto, ON

- Developed and maintained **web-based tools** (JavaScript, Python, SQL) and automated KPI pipelines with **Python/VBA** (**30%** faster reporting).
- Built interactive dashboards (Tableau/Power BI) and supported release notes, bug triage, and lightweight testing.
- Versioned code with Git/GitHub; contributed to requirements clarification and usability tweaks.

Finance Assistant

Jan 2021 – May 2021

Keshtsabz Company – Tehran, Iran

- Processed and reconciled over **200 monthly financial transactions**, ensuring compliance and accuracy.
- Developed Excel VBA macros to automate reporting workflows, cutting reporting time by 40%.
- Designed reusable reporting templates for management, improving financial transparency and accessibility.

Education

Bachelor of Science (BSc): Computer Science Co-op

Sep 2022 – May 2027

Toronto Metropolitan University (formerly Ryerson)

- Relevant Courses:** Data Analytics, Databases, Systems Analysis & Design, Financial Systems, Software Engineering

Projects

Car Rental Database Management System

[\[GitHub\]](#)

- Designed relational **SQL schema** (triggers, stored procedures, views) and indexing; enforced constraints for integrity.
- Built a **Bash CLI** for parameterized queries, report generation, and simple logging.

Audio Content Library System in Java

[\[GitHub\]](#)

- Implemented **Java** application with OOP design, sorting/filtering, and state management for large media datasets.
- Wrote unit-level tests and usage docs; considered pagination and simple caching for responsiveness.