

ALIA KHAN

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WORK EXPERIENCE

Business Analyst

Jan 2024 – Present

Therapy Providers of America

Chicago, USA.

- Translate complex data sets into understandable and actionable reports for department heads to support data-driven strategies and objectives.
- Utilize business intelligence tools to create reports and dashboards that provide critical insights into operational performance, guiding strategic decisions.
- Craft comprehensive dashboards that consolidate data from various sources, offering at-a-glance insights into ongoing projects and operational status.

Associate Business Analyst

Oct 2021 – Dec 2023

Golden Living Vacation Homes LLC.

Dubai, UAE.

- Consult with clients to identify their business analysis and reporting needs and deliver analytics projects to meet their requirements.
- Manage project timelines and ensure that the projects were delivered on-time and within budget.
- Aid clients to help them make informed business decisions.
- Create and refined business intelligence dashboards to display key performance indicators (KPIs) and critical business metrics to enable clients to make data-driven decisions.
- Design intuitive visualizations and conduct user testing to ensure dashboard usability.

Short-term rentals agent

Sep 2020 – Sep 2021

Al Burooj Real Estate

Dubai, UAE.

- Managed guest inquiries, ensuring prompt responses and providing information about properties, also facilitated smooth check-ins and check-outs, prioritizing guest satisfaction.
- Created and promoted appealing property listings with effective visuals and engaging descriptions.
- Coordinated property maintenance and inspections to uphold high-quality standards.

Brand Marketing Specialist

Jan 2020 – Aug 2020

Microsoft

Dubai, UAE.

- Demonstrated deep knowledge of Microsoft products, effectively conveying features and benefits to customers.
- Engaged customers with tailored solutions, ensuring positive experiences and driving sales.
- Exceeded sales targets through strategic promotions and effective sales techniques, contributing to revenue growth.
- Orchestrated impactful promotional events and represented Microsoft brand values, enhancing visibility and customer engagement.

EDUCATION

Univeristy of Illinois Urbana Champaign

May 2024

Master of Science in Business Analytics

Urbana, Illinois

Univeristy of Wollongong Australia

July 2023

Bachelors in Marketing with Distinction- **Top Graduate**

Wollongong, Australia

CERTIFICATIONS

Python | Data Camp

Sep 2023

RStudio | Data Camp

Sep 2023

My SQL | Data Camp

Sep 2023

Tableau | Data Camp

Sep 2023

Inferential and Predictive Statistics for Business | Univeristy of Illinois Urbana Champaign

Aug 2023

Building Your Team | LinkedIn

Aug 2023

Exploring and producing data for a business decision making | Univeristy of Illinois Urbana Champaign

Jul 2023

Google Analytics | Google

Dec 2022

Digital Marketing | Udemy

Nov 2022

Business Intelligence | Udemy

Nov 2022

ACHIEVEMENTS

- Dean's List Recognition: Earned placement on the Dean's List multiple times, showcasing consistent academic excellence and a strong commitment to learning.
- Active Participation in Social Welfare Events with Dubai Cares: Demonstrated a passion for community service by actively participating in social welfare events organized by Dubai Cares, contributing to meaningful initiatives and positively impacting the community.
- Recipient of Academic Excellence Awards: Received several prestigious academic excellence awards, reflecting a high level of dedication, intellectual prowess, and outstanding performance in coursework.
- Extracurricular Sports Achievements: Demonstrated exceptional teamwork, discipline, and skill by leading the team to victory in various sports games, showcasing a commitment to both academic and extracurricular excellence.
- Leadership in Extracurricular Activities: Took on leadership roles in extracurricular clubs or activities, demonstrating strong organizational and interpersonal skills while making significant contributions to the school or community.

SKILLS AND INTERESTS

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|-----------------------|------------------------|---------------------------|-------------------------|
| – Conflict Resolution | – Microsoft Office | – Data Visualization | – Business Intelligence |
| – Analytical tools | – Risk Management | – Change Management | – Machine Learning |
| – Python | – Project Management | – Contract Negotiation | – Gymnastics |
| – My SQL | – Team Leadership | – Process Improvement | – Public-Speaking |
| – R language | – Conflict Resolution | – Public Speaking | |
| – Data Preprocessing | – Interpersonal Skills | – Artificial Intelligence | |

KEY PROJECT HIGHLIGHTS

Project 1: Job Market Data Analysis and Visualization

- **Technologies Used:** Excel, R Studio and Wolfram Mathematica
- **Overview:** Managed data merging, cleaning, and visualization for job market insights focusing on Business Intelligence, Data Scientist, Data Engineer, Data Analyst, Business Analyst roles and layoffs.
- **Impact:** Provided critical insights into job demand, salary trends, and layoff patterns, aiding job seekers in identifying viable positions and market trends.

Project 2: Real Estate Market Analysis Using Business Intelligence Tools

- **Technologies Used:** Knime, Python and Tableau
- **Overview:** Conducted an in-depth analysis of the real estate market, focusing on house prices in Chicago.
- **Impact:** Provided valuable insights into the real estate market, assisting stakeholders in understanding price dynamics and making informed decisions.

Project 3: Promotional Sales Analysis for AWG

- **Technologies Used:** My SQL, Excel and Python
- **Overview:** Conducted a comprehensive analysis of AWG's annual promotional events, focusing on Earth Day and Gluten Free Day.
- **Impact:** Delivered insights to optimize promotional strategies, enhancing sales efficiency and overall profitability for AWG.

Project 4: Data Transformation and Business Insights Mini-Series

- **Technologies Used:** My SQL, Knime, MongoDB, Flipside and Python
- **Overview:** Executed a series of mini-projects aimed at transforming semi-structured data into actionable business insights across various platforms.
- **Impact:** Enabled data-driven decision-making by providing clear, actionable insights, and visualizations for business development and market analysis.