

Proposed Position	Data / BI / Data Management Expert Data quality assessment, governance, and enhancement
Name of Consultant	BDO East Africa (Rwanda) Ltd
Name of Staff	HABUWITEKA Francois Regis
Date of birth	November 20, 1998
Nationality	Rwandese

4. Education *[Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment]:*

Degree or Certificate	Institution provider	Date of issuance
Bachelor of Science(Hons) in Computer Science	African Leadership University	July 24, 2021

5. Membership of Professional associations:

6. Other Training:

SN	Certification	Institution	Date of Issuance
1	IBM Data Analyst Professional Certification	IBM	Ongoing

7. Countries of Work Experience: *[List countries where staff has worked in the last ten years]:*___

Rwanda

8. Languages *[For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing]:*

Language	Reading	Speaking	Writing
French	Excellent	Excellent	Good
Kinyarwanda	Excellent	Excellent	Excellent

9. **Employment Record** [*Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.*]:

Employer	Position Held	From	To
BDO East Africa (Rwanda) Ltd	Data Analyst	March 2022	Present
Talent Match Ltd	Chief Technology Officer	March 2020	February 2022

10. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned

Name of assignment or project	Year (Period when the assignment was executed)	Location	Client	Summary of the assignment	Positions held	Activities performed
Payroll Management System	2022	Rwanda	BDO East Africa (Rwanda) Ltd	Development and implementation of a Payroll Management System to streamline payroll processing, automate calculations, and ensure compliance with statutory requirements.	Project Supervisor	<ul style="list-style-type: none"> - Led the conceptualization and drafting of the project's concept note - Supervised system development lifecycle including planning, design, and deployment - Coordinated testing phases to ensure functionality and accuracy - Reviewed and validated usability features to enhance user experience - Liaised with internal stakeholders to gather requirements and ensure alignment with organizational needs
Microsoft Dynamics D365 CRM	2023	Rwanda	BDO East Africa	Implementation of Microsoft Dynamics D365 CRM to improve client relationship management,	Country lead	<ul style="list-style-type: none"> - Ensured successful data migration from legacy systems to Dynamics D365

				enhance data-driven decision-making, and integrate business processes across departments.		<ul style="list-style-type: none"> - Verified data accuracy and consistency post-migration - Designed and conducted data quality testing protocols - Facilitated user training sessions to enhance system adoption and efficiency - Collaborated with technical teams to resolve data issues and validate system performance - Provided post-implementation support and feedback loop for continuous improvement
Administrative Process Automation	2023	Rwanda	BDO East Africa (Rwanda) Ltd	Design and implementation of office task automation solutions to improve operational efficiency, reduce manual workload, and enhance accuracy in recurring processes such as reference number generation, client onboarding, and internal approvals.	Technical Lead - Business Process Automation	<ul style="list-style-type: none"> - Led the design and deployment of automated workflows using Microsoft Power Automate and related tools - Developed and implemented systems for automated document reference number generation - Streamlined client onboarding processes through customized automation solutions - Identified repetitive manual tasks and transformed them into

						<p>efficient digital workflows</p> <ul style="list-style-type: none"> - Collaborated with departments to gather requirements and deliver tailored automation solutions - Provided training and documentation to ensure adoption and sustainability of implemented solutions
PowerBi Dashboard	2022	Rwanda	BDO East Africa (Rwanda) Ltd	<p>Development of comprehensive Power BI dashboards and reports for management decision-making by integrating data from multiple sources including Excel, SharePoint, Dynamics 365, and other systems.</p>	Technical Lead	<ul style="list-style-type: none"> - Designed and built interactive Power BI reports and dashboards tailored to management needs - Integrated multiple data sources to create unified datasets for reporting - Implemented data transformation and modeling techniques for accurate insights - Automated report refresh schedules and access permissions - Worked closely with business units to translate reporting requirements into actionable visualizations - Provided training and support to end-users to maximize value

						from Power BI tools
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13. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

HABUWITEKA Francois Regis



Date: May 28,2025
