Maaz Saeed

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Professional Summary

Data-driven self-starter skilled at translating raw data into actionable insights via storytelling in deadline driven environments. Adept at working independently and in cross-functional teams, with an ability to assimilate quickly, and take on multiple high difficulty level tasks simultaneously in fast-changing scenarios. High emotional and cultural intelligence owing to past client-facing roles, coupled with a strong analytical mind and proven ability to strive for continuous process improvement, derived from interdisciplinary education and projects.

Profile of Skills

Data Analytics: Predictive & Prescriptive | Regression & Correlations | Anomaly Detection | Hypothesis Testing | Sentiment Analysis | Scenario Analysis | Exploratory Analysis | What-If Analysis | Time Series | Clusters

Programming & Tools: Python | SQL | Jupyter Notebook | Git and GitHub | Visual Studio and Visual Studio Code | Google Sheets | MS Office Suite | Advanced Excel (Dashboards, Pivot Tables, Power Queries) | PowerBI | JIRA

Strategy & Optimization: Lean Six Sigma | Agile, Scrum | Business Process Improvement | KPI Tracking | Kaizen

Experience

Test Supervisor, BITTS Testing Services, Windsor, ON — Apr 2024 – Present

- Support company growth objectives by ensuring real-time data collection and forecasting for KPI measurement
- Overseeing IAM software and confidential materials, to ensure data accuracy for clients and employees, while maintaining high security and privacy standards in storing sensitive information
- Preparing and delivering material replenishment reports to various teams, ensuring sufficiency on test day
- Collaborate with co-supervisors and coordinators to identify and recommend areas of training and development
- Provide Training & Development support to staff members including invigilators, technicians, and examiners
- Enhanced maintenance routines via root-cause analysis on technical issues, reducing depreciation costs by 25%
- Introduced operational support steps performed by a secondary team member, reducing service delays in the registration process by 20% and improving customer satisfaction by 20.5%

Real Estate Market Analyst / Client Servicing Executive, Home Easy, USA, Remote — Jun 2022 – Sep 2022

- Leveraged business intelligence and developed business relations with external agents, increasing lead generation by 50% by opening up previously unexplored markets
- Conducted market research and prepared timely reports to advise management on partnerships with properties
- Established best practices and settled "quality v/s quantity" debate using empirical sales data and A/B testing

COVID-19 Research Assistant, The Indus Hospital, Pakistan — Jan 2020 – Apr 2020

- Conducted quantitative and qualitative research ; measuring the socioeconomic and impact of the pandemic
- Identified and segmented groups in favour of, indifferent to, or skeptical of vaccines, based on demographics, education level, and political affiliations via pivot tables and conditional formatting
- Conducted linear regression analysis and used pivot tables to determine which factors were the strongest predictors of individuals' willingness to be vaccinated

Education

University of Windsor, Windsor, ON — 2023 – 2024

- **Master of Management, Business Data Analytics**, Predictive Modeling and Decision-Making; Data Acquisition and Project Management; Business Strategy; International Business; Finance: Global Perspective; Managing Employees; Business Communications

Habib University, Karachi, Pakistan — 2018 – 2022

- **Bachelor of Science, Computer Science**, Algorithms: Design & Analysis; Data Structures; Database Systems; Probability & Statistics; Discrete Mathematics; Software Engineering; Software Security; Intro to Data Analytics

Projects

A Comprehensive Analysis of [name redacted] Insurance   Master's Capstone
University of Windsor, (Partner Company under NDA), Windsor, ON

- Entrusted to uphold high privacy and security standards with end-to-end custody of client, employee, and company data
- Conducted a comprehensive diagnostic analysis of departmental KPIs using SQL and Excel to identify trends in claim processing rates, workforce utilization, and transaction performance across departments.
- Identified inefficiencies in "Activity X" which accounted for the longest processing time and had the highest correlation with below-average employee performance, leading to targeted process improvement recommendations.
- Analyzed employee time logs to uncover discrepancies between reported and actual work hours, revealing opportunities for resource reallocation and reduction in overhead costs.
- Mapped overtime distribution patterns and cross-departmental movement to assess the impact of dynamic resource allocation on productivity and specialization.
- Developed actionable recommendations including automation opportunities, standardized break schedules, and cross-training programs to enhance workforce productivity and lower operational costs.
- Delivered insights to executive stakeholders to support data-driven decision-making and long-term workforce planning.

Mycelium Network Optimization in the Context of Karachi's Networks   Undergraduate Thesis
Habib University, Karachi, Pakistan

- Showcased mushroom mycelium's functional memory and decision-making capabilities via self-funded cultivation and mycological research
- Extracted Rhizomatic growth patterns in the radial exploration and branching of mycelium via image processing and simulating algorithms which mimic this behaviour
- Presented a hypothetical underground network for the city of Karachi based on the mathematical patterns recognized in mycelium growth, accounting for population density in various regions
- Modeled agent-based simulations of biological network behavior to propose optimized transport systems.
- Extracted and analyzed growth data using NEFI 2.0, MATLAB, and Python for network analysis.
- Applied graph theory and fractal dimension analysis to measure and compare network performance.
- Built simulation interface in NetLogo, allowing dynamic manipulation of input data for forecasting.

Volunteer Experience

IT and Systems Support Volunteer, CJAM 99.1 FM, Windsor, ON   2023 - Present

- Assembling hardware & installing software from scratch for office and studio use
- Graphic designed posters and logo for the show 'A beginner's mind'
- Guest appearances on shows including the aforementioned and 'Forms of Love'
- General volunteering at events and festivals including 'Higher Grounds Fest 2023'