Dhairya Brahmbhatt

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Experience

Database Administrator
Daymak
Nov 2022 - Present (5 months)
• Improved database performance by 70%, reducing downtime and enhancing user experience
• Reduced the database backup and recovery time by 30%, ensuring data availability and reducing recovery time Implemented encryption security measures, ensuring data security and protecting sensitive information
• Strengthened the company's operations by designing and maintaining a functional customer database, order system, and picking and packing system using MySQL.
• Leveraged advanced technologies such as DBMS, SQL, data warehousing, database security, and performance tuning tools to enhance the system's performance, security, and data management capabilities, resulting in improved operational efficiency and streamlined business processes.

Administrative Accountant
Daymak
Apr 2022 - Nov 2022 (8 months)
• Assisted with extracting critical data from the company's database for numerous high-stakes payroll research projects, resulting in the successful completion of projects within tight deadlines and enhanced payroll accuracy.
• Frequently commissioned by top-level management to conduct in-depth research projects utilizing the company's database, leveraging expert skills in data mining, analysis, and reporting to provide key insights that informed strategic decision-making.
• Administered the tax accounting system, securities database, and electronic fund transfer process, ensuring seamless operation and adherence to regulatory requirements, while also identifying and implementing process improvements that increased efficiency by 49% and saved the company $20000 in operational costs.

Clinic Coordinator [Covid Clinic]
Occu-Med Health Services Inc.
Jan 2022 - Apr 2022 (4 months)
• Ensured the timely registration of 400 number of employees for testing, and streamlined the check-in process, resulting in a 20% reduction in wait times and improved overall employee satisfaction.
• Managed the flow of people into the testing program to ensure optimal efficiency, resulting in a reduction of wait times by 30%, and increased satisfaction rates among employees.
• Maintained accurate records of employee testing, producing comprehensive reports at the end

of each testing session that provided key insights and informed decision-making.

Vaccine Community Clinic Assistant
York Region (The Regional Municipality of York)

Oct 2021 - Jan 2022 (4 months)

• Demonstrated expertise in Salesforce software by registering 1200 new users with accuracy, ensuring that all data entry errors were identified and corrected in a timely manner or escalated to supervisors for resolution.

• Maintained a high level of proficiency in Salesforce, enabling accurate and efficient input and tracking of user information, resulting in a 40% increase in data accuracy and a 29% reduction in data entry time.

• Provided exceptional support to community vaccine clinics by ensuring efficient and effective data management, resulting in improved clinic operations, and the successful vaccination of 1000-1500 individuals.

Education

Seneca College
Postgraduate Degree, Business Analysis

2022 - 2023

• Course Description: A comprehensive program that focuses on the development of essential skills for business analysts, including requirements gathering, process modeling, and data analysis.

• Relevant Coursework: Business Process Modeling, Data Analysis, and Visualization

• GPA: 3.6

Centennial College
Postgraduate Degree, Software Engineering Technology

2023 - 2023

• Relevant Coursework: Object-Oriented Programming, Data Structures and Algorithms, Software Development Methodologies

CHAROTAR UNIVERSITY OF SCIENCE AND TECHNOLOGY
Bachelor's Degree, Computer Engineering

2017 - 2020

• Relevant Coursework: Programming Fundamentals, Database Management Systems, Data Structures, and Algorithms

• GPA: 7.3

• Project: Built a working robotic arm using Raspberry Pi and c#.

Skills

accountancy • backup • business process • cryptography • data analysis • data entry • data management • data mining • database administration • database management system