ANEL NAUKAN

Computer Science | Data Analysis & Volunteer Management | Java & Python

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Summary

A dedicated and motivated Assistant Manager with over 2 years of experience in volunteer management, data analysis and supporting team operations at Angels of the Volunteering League. Adept at executing projects, recruiting volunteers, and producing impactful results. Proven track record of gaining insights through research and tracking performance metrics, as well as implementing strategies to improve efficiency and drive engagement. Passionate about learning new tools, supporting team growth and contributing to organizational success. Seeking an opportunity to leverage my skills in a dynamic, growth-oriented environment.

Education

IU International University of Applied Sciences	Bad Honnef, Germany
B.Sc. Computer Science	10/2022 - Present
№15 School Gymnasium	Almaty, Kazakhstan
High School Diploma	09/2011 - 05/2022

Skills

Technical skills:

Microsoft Office · Java OOP · HTML · SQL · PowerShell · Python · CSS · VS Code · GitLab · Power BI · Descriptive Statistics · Data Structures · IoT · Azure

Soft skills: Communication · Teamwork · Problem Solving · Time Management · Creativity · Collaboration · Attention to Detail · Adaptability

Languages

English Proficient

Russian Native

Kazakh Native

German Intermediate

Experience

Angels of the Volunteering League	Almaty, Kazakhstan
Assistant Manager	06/2019 - 05/2022

Volunteering

- Navigated and mentored volunteers, organized orientations and training sessions.
- Collaborated in recruitment campaigns, identifying and reached out to qualified volunteers for various initiatives.
- Supported leadership in overseeing day-to-day operations, depending on team environment.
- Studied comprehensive reports, prepared and tested volunteer activities to improve workflow and engagement.

Certifications

HTML Essential Training
LinkedIn Learning

Learning Java 17
LinkedIn Learning

Practice It: Java
LinkedIn Learning

100 Days of Code: The Complete Python Pro Bootcamp
Udemy

Introduction to Web Design and Development
LinkedIn Learning

Learning Visual Studio Code
LinkedIn Learning

Learning Java 11
LinkedIn Learning

Complete Guide to AI and Data Science for SQL Developers: From Beginner to Advanced
LinkedIn Learning

The Ultimate MySQL Bootcamp: Go from SQL Beginner to Expert
Udemy

Strengths

Technical proficiency.
Strong skills in Java and HTML software development.

Continuous learning.
Proactive learner with numerous certifications.

Data management expertise.
Proficient in data management with SQL expertise.

Multilingual communication.
Communicates in English, Russian, Kazakh, and German.

Rapid Learner
Excels in mastering new skills quickly.

Strong Leadership
Able to lead teams effectively.

Programming Proficiency
Skilled in Java and Python.

Problem-Solving Expertise
Proven ability in problem-solving.