

Nailah Mukhtar
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About Me/ Skills

An aspiring front end developer, with previous experience as a Systems and Business Analyst developing and improving business processes. Skilled in JavaScript, CSS/HTML, SQL, Systems configuration and data analysis.

Experience

West Berkshire Council, West Berkshire

MAY 2016 - PRESENT

Systems Analyst

- Technical and business lead for a social care system. Maintained the system as well as gathering and implementing new requirements, including the implementation of a new social care system
- Implemented new processes using javascript to display data in a useful way, significantly reducing the number of times stakeholders had to switch screens and improved recording speeds.
- Data analysis - using SQL to produce reports to aid decision making within the business
- Responsible for the social care system helpdesk, ensuring data security and supporting over 600 users

NOVEMBER 2015 - MAY 2016

Information Analyst (Children's Social Care)

- Developing and maintaining SQL Reports used to provide key data to all Stakeholders
- Producing Monthly & Quarterly Performance Reports for stakeholders (Directors, Heads of Service, CEO and Operational Staff)

DECEMBER 2013 - OCTOBER 2015

Information Officer (Adult Social Care)

- Developing and maintaining SQL Reports used to provide key data to Stakeholders, including routine performance reports as well as updates on key areas of concern.
- Developed an internal Visual Basic application (with no prior knowledge of VB) to quickly capture data during an initial pilot of a new way of working approach, subsequently integrating it into the social care system

Education

2010 - 2013

University of Leicester - *Computing/ Computer Science (BSc)*

2003 - 2010

The Holt School, Wokingham

Volunteering

- Volunteer my time and technical skills working with charity organisations such as Boys Brigade and Capoeira4Refugees.