Akhi Nath

dr.akhinath@gmail.com | LinkedIn | Portfolio

HIGHLIGHTS OF QUALIFICATIONS

- Enthusiastic data analyst with a passion for driving decision-making through insightful data analysis.
- Hands-on experience in conducting detailed analysis to identify anomalies, variations, and trends in data of varying complexity.
- First-hand experience of using qualitative research methods including conducting literature reviews, collecting primary data through semi-structured interviews, analyzing qualitative data, and interpreting and reporting findings.
- Strong consolidated knowledge of quantitative research, descriptive and inferential statistical tests, data analysis and visualization, and machine learning tools and techniques.
- Exceptional research and writing skills, with expertise in analyzing, synthesizing, and summarizing complex concepts, as well as in developing and delivering presentations for target audiences
- Excellent analytical, problem-solving, and critical thinking skills.
- Strong organizational and time management skills with an ability to manage multiple priorities.
- Excellent oral and written communication skills with fluency in English and French (intermediate).

TECHNICAL SKILLS

- Proficient in statistical data analysis and visualization using **Python, SPSS, and R**.
- Expertise in **Nvivo-12** for qualitative data analysis
- Strong knowledge of Machine Learning tools and techniques- Linear Regression, Logistic Regression, Decision Tree, Random Forest, Naive Bayes, K-Nearest Neighbors, K-Means, Neural Networks
- Reporting tools: Power BI, Tableau
- Advanced Excel: VBA Macros, Vlookup, Index/Match, Pivot Tables, Dashboard
- Familiarity with SQL, Azure, SAS, GitHub
- Other tools: Qualtrics, MS Forms, QuickBooks, MS Office 365 Suite

EMPLOYMENT HISTORY

Administrative Assistant   August 2022 – July 2024
Manawa, Toronto

- Extracted quantitative sales, services, and financial data from various systems, analyzed, and prepared reports for the operations department.
- Introduced and implemented an efficient inventory reconciliation process, reducing the required time by 75%.
- Contributed to the development, implementation, and evaluation of an Employee Recognition program within the company, promoting peer-to-peer recognition, improving team collaboration, and fostering positive work culture.
- Assisted in the planning and implementation of team-building activities for the company which led to improved team bonding and performance.
- Developed multiple SOPs (Standard Operating Procedures) improving workflows and efficiency of the department.
- Coordinated with a wide range of internal and external partners to identify and promote existing resources and supports to respond to customer needs and requirements resulting in increased customer satisfaction.

Assistant to Director of Operations (Internship)   February 2022 - May 2022

Manawa, Toronto
- Analyzed employee engagement survey data and employee performance data and prepared reports for the HR department that facilitated informed decision-making for the company's policy on employee retention.
- Generated and implemented ideas for improving employee morale and well-being such as preparing birthday cards, arranging baby showers, wedding celebrations, etc.
- Provided information and support to managers and employees on administrative and operational requirements, resulting in a positive impact on the company's overall performance.

Research Assistant   **June 2020 - June 2022**
Ted Rogers School of Management, Ryerson University, Toronto
- Conducted 100+ literature reviews on knowledge translation and information system evaluation.
- Liaised with internal and external stakeholders to develop an evaluation framework for an information system targeted at facilitating knowledge translation among knowledge users.
- Coordinated the project including managing documentation, drafting correspondence and communication, and maintaining project schedules, timelines, and resources.
- Developed data collection tools (an interview guide and a survey) and participant recruitment materials.
- Recruited participants and conducted one-on-one interviews virtually and in person.
- Cleaned, reviewed, and prepared the data, thematically analyzed the data using NVivo and Excel, and prepared reports.

Medical Officer   **April 2013 - October 2019**
Worked in various specialized hospitals in Bangladesh
- Provided consultation and services to 50+ patients per day.
- Collaborated with diverse stakeholders, including patients, their families, clinicians, managers, and decision-makers to drive effective patient engagement and care.
- Documented and maintained patient information in the Electronic Health Record system
- Collected patient data, prepared and presented case studies initiating discussions within communities of practice leading to planning specific patient management.

EDUCATION

Master of Science in Management   **2023**
Toronto Metropolitan University, Toronto (CGPA: 4.28/4.33)
> ***Relevant Coursework:*** Applied Research Methods, Applied Multivariate Analysis, Advanced Research Methods: Qualitative, Research Seminar, Advanced Data Analytics, Practical Machine Learning

Health Informatics Certificate   **2022**
Toronto Metropolitan University, Toronto

Bachelor of Medicine and Surgery   **2013**
University of Chittagong, Bangladesh

GRADUATE RESEARCH AND PROJECTS

Physicians' Evidence-Based Clinical Decision-Making Practices for New Drug Prescriptions: A Qualitative Study (Graduate Thesis - Link provided)
- Conducted extensive literature review, and designed a qualitative study to understand physicians' drug-related information needs and evidence-based practices for prescribing new drugs.
- Developed an interview guide; recruited and conducted interviews with participants.

- Analyzed the qualitative interview data using Nvivo and prepared a detailed report
- Developed and delivered a PowerPoint presentation to multiple audiences.

Do Rich People Sleep in Peace? (Course: Advanced Data Analytics in Business).
- Performed statistical analysis (e.g., descriptive statistics, linear models, ordinal logistic regression, multivariate analysis, and data visualization) using **R/R Studio** on a large, complex dataset (40,000+ data points) from the Canadian Community Health Survey 2017-18 to find the relationship Between income and sleep quality among Canadians which received a grade of A+.

Effect of Service Quality and Price Fairness on Customer Satisfaction and Loyalty (Course: Applied Multivariate Analysis)
Group project: Grade: A+
- **Project Management:** Scheduled and managed project team meetings, planned the project outline, coordinated the assigned tasks, monitored progress, and finalized the report.
- **Data Analysis:** Conducted data screening, validation, exploratory and confirmatory factor analysis, Structural Equation Modelling (SEM) in **SPSS** and **AMOS** to test research hypotheses.

Effect of Satisfaction with Human Resource Management Practices on Employee's Intention to Stay (Course: Applied Research Methods; Grade: A+)
- Conducted exploratory and statistical data analysis (Hierarchical regression) on a dataset with 672 data points in SPSS.

Perceptions of Academic Researchers About Publishing Pressure: A Thematic Analysis (Course: Advanced Research Methods: Qualitative)
- Conducted thematic analysis on semi-structured interviews (secondary data) using Nvivo-12.

A Cross-sectional Survey on the Attitudes Towards Telemedicine During COVID-19 and Intention to Use after the Pandemic (Course: Advanced Research Methods: Qualitative)
- Designed, developed, and deployed a survey using Microsoft Forms.
- Conducted exploratory and descriptive data analysis using SPSS and reported the results.

Churn or Not: A Machine Learning Approach to Detect Churning Among Credit Card Customers (Course: Data Analytics Program; Tools used- Python, Tableau)
- Extracted and prepared data, performed exploratory data analysis and created a customizable reporting dashboard on Tableau (link included); applied several machine learning models to predict customers more prone to getting churned based on the customer and the credit card consumption attributes. Dataset had 7081 data points and 19 features.
- Developed and delivered a presentation to a variety of audiences.

PROFESSIONAL DEVELOPMENT & CERTIFICATIONS

Data Analytics Program Skills For Change, George Brown College, Toronto	**2021**
Badge 2.0 on Power BI Bootcamps at the Ted Rogers School of Management	**2021**
Badge 2.0 on Power of Excel Bootcamps at the Ted Rogers School of Management	**2021**
Agile Foundations LinkedIn Learning	**2021**
Report and Proposal Writing (Course) Humber College	**2020**