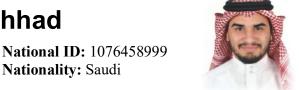
Yahya Almashhad

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Phone: 056-057-7075



OBJECTIVE

Seeking a challenging position with excellent potential to demonstrate and further develop soft and hard skills including leadership, interpersonal abilities, motivation, management skills, accountability, responsibility, innovation, and technology.

Nationality: Saudi

EDUCATION

University of Arkansas at Little Rock

United States

Bachelor of Business Administration

Dec 2016

Management Information Systems

Certificate of Proficiency

Business Analytics

Intensive English Language Program

Oct 2010 - Aug 2011

CERTIFICATIONS

Professional Development Center

Sep 2017

Project Management Professional

Occupational Safety and Health Administration

Nov 2017

General Industry Safety and Health

EXPERIENCE

Electric House – Data Analyst

Jan 2019 - Nov 2022

- Processing confidential data and information according to guidelines.
- Helping develop reports and analysis.
- Troubleshooting the database reports and stock control.
- Analyze product sales and branch performance.
- Consumption analysis and forecasting about products.
- Workload analysis on the branches. Monitor and audit data quality.
- Making a critical report, including purchase orders, consumption, and branches performance.
- Removing corrupted data and fixing coding errors and related problems.

Al Zahra General Hospital – Data Specialist

Feb 2018 - Jan 2019

- Provide analytical support to meet the requirements of health insurance companies.
- Maintains databases for storing and tracking data needed to fulfill job assignments.
- Provides information and education on quality and performance improvement processes to medical and hospital staff.
- Monitors assigned projects for effectiveness of services, quality and appropriateness of care, cost containment, patient safety and risk reduction issues.
- Conducts audits and studies to assess and monitor the quality of care delivered and to meet regulatory requirements and reports findings.

UA Little Rock - Administrative Specialist

May 2015 - Jun 2017

- Serving as receptionist. Answering and directing calls to appropriate area. Assist students with questions and concerns.
- Basic data entry to assist the various departments. Filing papers, making copies and send faxes. Complete Microsoft Word & Outlook trainings.
- Help maintain detailed records and files in the office, assist with data entry and the processes of the day-to-day activities in the International Student Office.
- Helps with events promotions and publications, website updates.
- Invites students to attend the office organized events through multiple media and promotional means.
- Other duties as assigned.

SKILLS

- Business Analyst
- Requirements Gathering & Analysis
- Project Management
- Enterprise Implementations
- KPI Dashboards & Scorecards
- Data Mining & Analytics
- Risk Management
- Excellent conceptual and analytical skills

Arabic: Native

PROGRAMS AND SOFTWARS

- Microsoft Office
- Visio

HTML/CSS

- Visual Studio C#
- App Development
- Weka

• SQL

- Project Mgmt
- Tableau

LANGUAGES

English: Excellent