
EDUCATION

Master of Science in Business Analytics, Rady School of Management 06/2025
University of California, San Diego, CA

Bachelor of Science in Business Administration, Finance, and Economics 05/2024
University of the Pacific, Stockton, CA

SPECIALIZED SKILLS

Languages/Coding: Python, SQL, ETL, STATA, PySpark

Operating Systems: Microsoft Office (Word, Excel, Outlook, PowerPoint, Teams), Tableau, Snowflake, Lucian Banner, Amazon Web Services, Hadoop

EXPERIENCE

Financial Aid Student Worker, University of the Pacific, Stockton, CA 09/2022 - 05/2024

- Offered students and parents with concerns regarding FERPA, FAFSA and other financial aid programs, answering general questions and providing additional resources
- Staffed the front desk, handling incoming phone calls, and welcoming and assisting students, families and university officials
- Managed confidential records of 2000+ students as part of self-initiated role in Financial Aid department; verified records using security protected online software Ellucian Banner and accounts of entire students
- Coordinated with Admissions, Payroll, and HR via Outlook and Teams to schedule meetings, share calendars, and streamline approvals for loans, scholarships, and work-study awards

Finance & Accounts Intern, Beximco Pharmaceuticals, Dhaka, Bangladesh 06/2023 - 07/2023

- Assisted in streamlining the Accounts Payable process by organizing and preparing payment vouchers to improve documentation efficiency
- Contributed to the preparation and review of key financial reports, including the income statement, cash flow statement, and balance sheet, enhancing understanding of corporate financial reporting standards.
- Recorded and reconciled accounts payable entries using Oracle E-Business Suite, supporting month-end closing activities.

Summer Intern, Trust Bank Limited, Dhaka, Bangladesh 02/2021 - 05/2021

- Reviewed and prepared credit and charge documentation for individual and corporate loan clients in accordance with banking compliance standards.
- Assisted the AVP of Credit Management in registering and cataloging over 100 client letters, in maintaining internal records.
- Collaborated with the Principal Officers to analyze loan proposals against central bank circulars, applying policy interpretation and analysis to support loan approval decisions.

PROJECTS

Capstone Project Lead, Escondido Union School District, University of California, San Diego 03/2025

- Coordinated and led recurring meetings between cross-functional team members and EUSD stakeholders, facilitating alignment on deliverables, timelines, and expectations within the constraints of available data and resources.

Intuit QuickBooks, Customer Analytics, University of California, San Diego 02/2025

- Led data compilation in Excel and built a predictive model in Python to identify high-probability small business customers likely to upgrade to QuickBooks v3.0, resulting in a targeted marketing list.
- Presented a written strategy with a projected 50.8% Return on Marketing Expenditure (ROME), interpreting customer behavior trends to guide budget-conscious outreach

PROFESSIONAL AFFILIATIONS & LEADERSHIP

Culinary & Market Services Residential, University of California, San Diego 11/2024 – Present

- Collaborated with team and staff across service stations to maintain efficiency, safety, and cleanliness while delivering responsive service to a diverse university community in a high-paced environment.

Vice President of External Affairs, Kappa Alpha Theta Fraternity (Phi Chapter) 01/2023 – 12/2023

- Coordinated community service with local partners and organized fundraising events for San Joaquin County CASA. Managed budgets, tracked donations and reported to President. Negotiated cost-effective vendor contracts for apparel and event supplies.