BALOGUN RUKAYAT ADESOLA

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Personal statement

Results-orientated Analyst adept at managing and breaking down large volumes of information. Proactive at heading off issues in operations, work flow and production by uncovering trends affecting business success. Ready to leverage 1 years of experience in new position at Aptech Educational Centre.

Key Skills

- Problem Solving
- Proficiency in all areas of Microsoft Office, including Access, Excel, Word and PowerPoint
- Excellent communication skills, both written and verbal
- Data Collection, Profiling and Warehousing

Employment History

Data Analyst, Aptech Educational Centre, Abeokuta Ogun State
(October 2020 – Present)

Achievements and responsibilities:
- Developed database objects, including tables, views and materialized views using SQL.
- Coordinated statistical data analysis, design, and information flow.
- Documented business work flows for stakeholder review.
- Gathered, organized and input information into digital database.

Data Entry, TEMmic ICT Solution, Abeokuta Ogun State
(May ,2019– December 2019)

Achievements and responsibilities:

- Created various Excel documents to assist with pulling metrics data and presenting them to give concise understanding of best placement for needed resources.
- Designed and developed schema data models.
- Recommended data standardization and usage to ensure data integrity.
- Documented business work flows for stakeholder review.

Education

National Open University of Nigeria
(January 2015– January 2021)
B.Sc(Ed) Mathematics

Abeokuta Girls' Grammar School
(September 2006– July 2012)

Childrens' House School
(September 2000– July 2006)

Other Qualifications

TEMMIC ICT SOLUTION, Abeokuta, Ogun State
2017 Data Analysis (Excel)

VERITY MEDIA, Abeokuta, Ogun State
2018 Social Media Manager

COUONE TECHNOLOGY , Abeokuta, Ogun State
2020 Data Analysis

Technology / Software

- Jupyter Notebook
- R Studio
- Sql Sever
- Ms Office
- Django Framework

References

References are available upon request.