

1701 Westpark Dr.  
Little Rock, AR 72204

## RUKSHAR PARWIN

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### SUMMARY

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- A technically proficient and analytical Information Science Student with more than 4 years of learning experience in different courses including data visualization, report writing, and data quality.
- Offers a background in Dashboard Development, Reporting, and Business Intelligence.
- Experience working with Tableau and SQL.
- Database experience including Microsoft SQL Server.
- Strong communication skill, excellent customer service, quick learner, highly motivated, result oriented and enthusiastic team player.

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EDUCATION	University of Arkansas at Little Rock	May 2016 – May 2021
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**B.S. in Information Science; Expected Graduation: May 2021**

**Courses:** Information Visualization; Information System Analysis; Database System Architecture; Social Media Mining and Analytics; Project Management; Information Science Theory

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EDUCATION	University of Arkansas at Little Rock	August 2015 – May 2016
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**International English Language Program**

During my IELP course, I grew up as a reader, writer and a learner. I secured top grade in the class during my second and final semester.

### WORK EXPERIENCE

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Volunteer	Huda Academy – Little Rock	April 2019 – October 2019
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- Front Desk Representative, ensure customers/vendors satisfaction and resolve their issues and concerns.
- Financial accounts with track of regular transactions using MS Excel and QuickBooks.
- Order processing, process parents transactions, audit and reconcile daily cash receipts.

Volunteer	UALR – Math Department	August 2017 – December 2017
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- Handle student queries, grading and report writing using Excel.
- Student Database maintenance and management.

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PROJECT	Arkansas Film Commission	August 2020 – Current
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**Capstone Project** August 2020 – Current

Designing website that will offer state-of-the-art navigation page, collecting movies data that has ties to Arkansas and centralizing it for design flexibility.

### CERTIFICATION

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- Diploma in Computer Application (2011)