Name: SALEEM SHAIK

Father Name: Ghouse Mohiddin Shaik | Mobile: (+91) 9533955033 | Residence: Proddatur, Y.S.R District, Andhra Pradesh, India.
Email: shaiksaleempdtr@gmail.com | LinkedIn: https://www.linkedin.com/in/shaiksaleempdtr/ | Languages: Eng, Hindi & Telugu

CAREER SUMMARY

Recent graduate with a Bachelor's degree, complemented by comprehensive training in data science. Actively seeking entry-level opportunities in the field of data analytics, data science, and supported roles. Eager to apply theoretical knowledge and practical skills acquired through coursework and internships to contribute effectively to organizational success. Enthusiastic learner with a passion for leveraging data insights to drive business outcomes and innovation.

EDUCATION Yogi Vemana University | B.Sc. in Mathematics, Statistics, Computer Science | 2019 - 2023 | CGPA: 6.50/10 | Grade: B.

EXPERIENCE

Internshala Trainings | Data Science Professional Certificate Program | Duration: October 2023 - November 2023.
- Gained hands-on experience with industry-standard tools and techniques in data analysis.
- Specialized in data modelling, data warehousing, and database administration.

Service Delivery Manager : SSP Online Services – Umbrella of CSC e-Governance Services India Ltd. | Aug 2021 – September 2023.
- Implemented data-driven solutions to identify bottlenecks in service delivery processes, resulting in a significant reduction in turnaround time and increased customer satisfaction.
- Spearheaded service delivery operations, ensuring seamless online services under the CSC eGovernance initiative. Applied data analysis techniques to optimize processes and enhance overall efficiency.

Admin-Assistant: ABS Online Services – Umbrella of CSC e-Governance Services India Ltd. | December 2019 – July 2021.
- Provided administrative support for ABS Online Services, actively contributing to the organization's data management. Assisted in organizing and maintaining datasets crucial for decision-making.
- Streamlined data processing procedures, reducing processing time by 15%.

Customer Service Executive | Magus Customer Dialog Private Limited | Duration: December 2018 - April 2019.
- Conducted outbound customer service calls to proactively reach out to customers.
- Engaged with customers to gather feedback, address concerns, and provide solutions.

SKILLS

Customer Relationship Management : Skilled in CRM practices, ensuring effective communication and service delivery.
Data Analysis: Proficient in data analysis using tools like Python, R, and statistical methods to derive meaningful insights.
Database Management Systems: Experienced in managing and maintaining databases, ensuring data accuracy and integrity.
Data Visualization: Skilled in creating visually appealing & informative data visualizations using tools such as Tableau Google Analytics.
Digital Citizenship and Safety: Completed the Google Digital Academy course, demonstrating a commitment to online safety.
Google Ads and Analytics: Certified in Google Ads Search and Analytics, showcasing expertise in digital marketing analytics.
Microsoft Office: Proficient in Microsoft Excel, Word, and PowerPoint for efficient data processing and presentation.
Microsoft Power BI: Competent in utilizing Power BI for data visualization and business intelligence purposes.
Oracle Cloud Data Management: Certified Foundations Associate in Oracle Cloud Data Management.
Programming Languages: Competent in C and Java programming languages, with a strong foundation in data structures & algorithms.
Soft Skills: Excellent communication, analytical, and problem-solving skills, with a collaborative and team-oriented approach.
Web Technologies: Familiar with HTML, CSS, and JavaScript, showcasing expertise in web development.

CERTIFICATIONS

Internshala Trainings	- Data Science	Credential ID: f1z8thiuyka
Accenture	- Data Analytics and Visualization	Credential ID: Q83Gu6KoGMmPnHavf
Cognizant	- Artificial Intelligence	Credential ID: dRh4rxm7koaM53Fud
Deloitte Australia	- Technology	Credential ID: WTRmmCYH6yMzjLdEL
Google Digital Academy	- Google Analytics	Credential ID: 82477890
Oracle	- Oracle Cloud Data Management	Credential ID: 3053175150CDMF2023
PwC Switzerland	- Power BI Job Simulation	Credential ID: oTToHa7gFHSosryQb
Tata Group	- Data Visualization	Credential ID: 6yeQGQTP6ci33SZjT
CSC ACADEMY	- Telecentre Entrepreneur Course (TEC)	Credential ID: TEC6781502519
APMEPMA	- Computer Hardware and Networking	Credential ID: R2017110470866
National Skill Development Corporation – FTNS		Credential ID: D90D6691904C4150AB82DE57ADA35625
Common Services Centers Official - Digital India Power To Empower		Credential ID: 734524670017
Andhra Pradesh State Skill Development Corporation Microsoft Office		Credential ID: OTP-MSO-008