

**Phone:** +234-9129721562

**Address:** Kano, Nigeria.

**Email:** [Sharonomovie59@gmail.com](mailto:Sharonomovie59@gmail.com)

**Portfolio:** [sharontega.github.io](https://sharontega.github.io)

**GitHub:** [sharontega](https://github.com/sharontega)

**LinkedIn:** [sharon-omovie](https://www.linkedin.com/in/sharon-omovie)

**Hard Skills**

- Data Manipulation and Analysis
- Data Visualization
- Programming
- Database Management
- Data Wrangling
- Technical writing

**Tools and Software**

- Python
- Power BI
- SQL
- Excel
- Jupyter Notebook
- Ms word

**Soft Skills**

- Problem-solving
- Critical thinking
- Analytical skill
- Fast Learner
- Team player
- Communicator
- Story teller

**Education** 2015-2019

sule Lamido university kafin hausa  
jigawa

Bachelor of science (computer  
science)

# SHARON OTEGA OMOVIE

## Summary

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A passionate data analyst with a knack for transforming complex data into actionable insights. My experience in data cleansing, visualization, and analysis allows me to uncover valuable patterns and trends. I am equally skilled in technical writing, ensuring clear and concise documentation to communicate these insights effectively. My commitment to extracting value from data drives my work, enabling informed decision-making.

## Work Experience

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### Data Analyst Intern

Employer: AutoGIRLNg May 2023 – oct 2023

Responsibilities:

- Cleanse and transform raw data into a structured format for analysis.
- Ensure data accuracy and completeness.
- Identify patterns, trends, and correlations to extract meaningful insights.
- Create visually appealing data visualizations using charts and tools.
- Develop reports and dashboards to present findings and recommendations.
- Contribute to team discussions, fostering a data-driven culture.
- Identify areas of improvement and propose data-driven solutions.
- Recommend actionable solutions to business problems based on data.

### Technical writing

Employer: Tech: write and earn Feb 2023– July 2023

Responsibilities:

Certifications

- Certificate Of Completion: Career Essentials in Data Analysis (Microsoft and LinkedIn)
- Certificate - Becoming a Data Storyteller
- Data Analysis Using Python Badge
- IBM DA0101EN Certificate (Cognitive Class)
- Certificate Of Completion: Data Analysis using excel (Great learning).
- Certificate Of Completion: SQL project (Great learning)
- Certified Analytics Professional
- KPMG Data analytics virtual internship
- Aptlern technical writing certificate

- Mastered the basics of effective writing, including grammar, punctuation, syntax, and style, ensuring clarity and precision in all documentation.
- Learned how to identify and understand different audiences for technical documents and tailor the content to meet their specific needs and knowledge levels.
- Gained proficiency in using technical writing tools and software, such as Adobe FrameMaker, MadCap Flare, or content management systems, to create and manage documentation.
- Learned project management techniques to effectively plan, prioritize, and complete documentation projects on time and within budget.

Technical writing Intern

Employer: Aptlearn Jan2023-Feb2023

Responsibilities:

- Collaborated with senior technical writers and subject matter experts to create and update technical documentation, including user manuals, FAQs, and process guides.
- Reviewed and edited existing documentation for accuracy, clarity, and consistency, adhering to company style guidelines and industry best practices.
- Assisted in responding to user inquiries and feedback regarding technical documentation, ensuring prompt and helpful responses to improve user understanding.
- Worked closely with cross-functional teams, including engineers, product managers, and designers, to gather information and ensure accurate representation of technical details in documentation.

Virtual Data Analyst Intern

Employer: KPMG Jan2023-April2023

Responsibilities:

- Collected and assessed data sent by clients.
- Performed data quality assurance and reported findings.
- Ensured data integrity after approval.
- Conducted data cleaning and transformation.

- Created visualizations of datasets.
- Generated reports summarizing findings.
- Presented insights to clients through email and other communication channels.

### **Data Analyst Intern**

Employer: Hamoye

July 2022– Dec 2022

Responsibilities:

- Gathered data from various sources, including web scraping and spreadsheets.
- Performed data profiling, exploratory data analysis, and data transformation.
- Created data visualizations using Power BI and other visualization tools.
- Prepared reports highlighting key findings.
- Collaborated with fellow interns to develop a model for predicting athletes' injuries.

## **Independent/Team Studies**

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### **Kaggle datasets**

- Utilized Kaggle datasets to practice cleaning and manipulating data.
- Developed data visualizations using Power BI.
- Created insightful reports based on the analyzed datasets.

### **Ford GoBike System Data Analysis**

- Assessed the Ford GoBike system dataset visually and programmatically.
- Conducted data wrangling and cleaning to ensure data quality.
- Analyzed the dataset using Python and Jupyter Notebook.
- Created compelling slides for presenting the findings.

### **8 Weeks SQL Danny Challenge**

- Applied SQL skills to clean, manipulate, and wrangle data.
- Answered SQL-based questions to demonstrate proficiency

