

SHERMEEN KHAN

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EDUCATION

CUNY Macaulay Honors College at Baruch College, Manhattan, NY Expected: December 2021
Major: Bachelor of Business Administration, Computer Information Systems, Concentration in Data Analytics
Minors: Honors New York City Studies and Statistics

SKILLS

Technical Languages: Experience coding in Python (NumPy, Pandas, Seaborn, Web Scraping), SQL, HTML, R, Javascript.
Microsoft Suite: Access (ETL), Excel (Pivot Tables, VLOOKUP, Solver), Outlook, PowerPoint, Word.
Program Knowledge: Adobe Photoshop, Illustrator, Google Analytics, Tableau.

PROFESSIONAL EXPERIENCE

Team Baruch at Baruch College **New York City, NY**
Peer Advocating for Wellness Services Mentor August 2019 – Present

- Develop on average 50 Health and Wellness programs per semester including speaker events, radio shows, and podcasts, by analyzing over 5,000 students' participation, attendance, and demographics
- Collaborate with at least 10 college departments to gear marketing towards underserved college audiences
- Design and run feedback surveys to understand every program's performance. Results are used to improve planned events

American Council of Learned Societies **New York City, NY**
Content Audit Communications Intern July 2020- September 2020

- Audited and developed analytics/statistical reports for over 20,000 pages of data using Google Analytics. Reports summarized website content performance and provided suggestions for reconstructing website
- Cataloged all published and unpublished website URLs using Kentico CMS content tree, enabling content organization for the first time since website creation
- Presented a revised site map to senior staff, which will be in effect for website remodeling in 2021

WellHealth Physical Therapy **Hicksville, NY**
Physical Therapy Technician September 2018– January 2020

- Strategized unique referral program by using patient data. Lead to 10% increase in new patients and 25% increase in weekly appointment attendance
- Reviewed work performance of employees weekly to maximize customer service and remediate operational issues
- Shadowed business owner and handled frontend and backend office operations including data entry and tech tasks

PROJECTS

Baruch Programming Analytics Course: Student Researcher September 2020-December 2020

- Analyzed relationship between COVID-19 stats and NYC real estate price trends using Python. Predicted future areas with real estate price drops using machine learning model

Credit Suisse Summer 2020 Global Developmental Program: Participant June 2020- September 2020

- Presented financial report to Dallas Fed reps, which focused on link between global debt crisis and health care costs to aging American population. Findings from research showcased the need to reallocate resources for economic relief

LEADERSHIP & RECOGNITIONS

Muslim Business Association (President) August 2019- Present
Baruch Honors Student Council (Vice President of Marketing) August 2019-Present
Macaulay Business Club (Content Committee Member) August 2019-Present
Honors/Awards: Kitamba Diversity in Analytics and Leadership Program Fellow, Deloitte National Leadership Conference Participant, Coca Cola Scholars Semifinalist, Sen. Kemp Hannon Youth Leadership Community Service Award

INTERESTS

Language: Fluent in English, Urdu, Hindi. Intermediate Spanish and Punjabi
Hobbies: Astronomy, Cooking, Foreign Languages, Gardening, Photography