SIDDHANT GOVIL

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EDUCATION & CERTIFICATIONS

University at Buffalo, Bachelor of Science, Computer Engineering   **May 2019**
Google Data Analytics Professional Certification

PROFESSIONAL EXPERIENCE

New York University, New York, NY   **August 2021 – Present**
Project Assistant Director
- Assist Project Director with programmatic, data and administrative tasks required in conducting a year-round university program for over 300 students from diverse backgrounds.
- Analyze and manage project data from NYU's database utilizing Excel to supplement annual research reports and develop recommendations on hiring based on students and clients' needs to ensure proper staffing throughout the year.
- Provide feedback to professional staff to ensure resources, assets and communications are used effectively to increase the success and retention of the educational program.
- Assured client data is kept secured as required by New York State and New York University regulations to prevent the unauthorized distribution of client information.
- Prepare required reports and lists as directed for submission for private funding sources & New York University to guarantee all avenues of the project are properly financed.

New York University, New York, NY   **March 2020 – August 2021**
Technical Consultant
- Advised Project Director and Research Assistants in managing our technical and background processes such as upgrading computers, troubleshooting software and hardware issues and enable file upkeeping to aid in transitioning program to electronic.
- Lead the transition of research programs to remote during the Covid-19 Pandemic.
- Established the outcomes of research and academic projects remain at high standards during the Covid-19 pandemic to ensure client satisfaction, student success and funding remain intact.
- Trained 30 plus staff and faculty in the use of new remote software and file management systems to improve comfortability of professional staff and the quality of the academic program.

Projects

Covid-19 Data Analysis Project (mySQL Workbench, Tableau)
- Used Tableau and mySQL to compute Covid-19 vaccination, mortality and infection rates over time in order identify and represent the outcomes of the Covid-19 pandemic to discover potential areas of weakness.
- Analyzed and documented international Covid-19 data to compute and model forecasts in order to understand the impact of government and local guidelines.

Personal Finance Android App Development (Java, Git, AndroidStudio, Zenhub)
- Managed a team of 2 software engineers in producing an Android Application using Agile Development Methodology.
- Designed algorithms to assist the consumer with budgeting and understanding spending habits.

SKILLS

Computer Languages: mySQL, SQL, JAVA, C++, HTML/CSS, Python
Productivity Software: Tableau, Microsoft Excel, World, Powerpoint, Jira, Zenhub, Google Suite