



## Tasnima Aktar

Data analyst | Business analyst



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Sher-e-Bangla Nagar, Dhaka



### Technical Skills

Data Analysis	....
Business Analysis	...
MS Office	.....
MS Power BI	....
Excel	.....
Google Sheets	.....
SQL	....
Dashboard & Report	.....
Data Cleaning	.....
Database Maintain	....



### Language

**Bangla: Excellent**  
**English: Advanced**



### Reference

**Tania Aktar**  
**Assistant Professor, Gono University**  
Relation: **Academic**  
Mobile No: **01717238063**



### Objective

Flexible Data Analyst proficient in collecting, analyzing, and documenting data. Hoping to fill a position that set to a positive atmosphere to learn and implement new skills and technologies for the betterment of the organization and to improve business operational productivity.



### Experience

#### Data Collector and Entry Operator

Experience: **5 months**

Company: **Master Bari IT**

**Area of expertise:** Data Collection and Cleaning



### Interpersonal Skills

- Critical Thinking & Analytical Mindset
- Collaborative & Communicative
- Detail-oriented & Understand Patterns
- Data-driven Problem Solving
- Fast Learner



### Professional Courses & Certificate

#### Data Analytics Professional Certificate

Institute: **Google**

#### Work Smarter with Microsoft Excel

Institute: **Microsoft**



### Projects & Training

#### Prepare, Clean, Transform, and Data using Power BI

Institute: **Coursera Project Network**

Duration: **2 hours**

#### Create Charts and Dashboards Using Microsoft Excel

Institute: **Coursera Project Network**

Duration: **2 hours**



### Educational Qualification

#### Bachelor of Science (BSc)

Institute: **Gono University**

Pass Year: **2021**

Major: **Computer Science & Engineering**



### Hobbies

Martial arts, Reading, Writing, Traveling, Gardening