

ETOK, UBONG EFFIONG

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PROFILE

Data-driven Business Intelligence Manager with expertise in Power BI, Excel, SQL, Python, and Machine Learning. Experienced in transforming complex datasets into actionable insights and leading data-driven strategies.

EDUCATION

M.Sc. [Hons.] Data Science University of South Wales, UK	in View
B.Sc. [Hons.] Building University of Uyo, Akwa Ibom, NG	September 2018
West African Senior School Certificate Examination (WASSCE) Bright Stars Model Secondary School, NG	December 2010
First School Leaving Certificate University Staff School, UNIUYO, Akwa Ibom, NG	July 2003

SKILLS

- Data Collection, Cleaning, and Transformation (Excel, MySQL, Power BI, Python and Google Data Studio)
- Dashboard Design and Business Intelligence Reporting
- KPI Development and Project Performance Monitoring
- Cost-Benefit Analysis and Risk Assessment
- Data-Driven Decision-Making in Construction and Engineering Environments
- Technical Documentation and Data Presentation
- Field and Laboratory Testing for Construction Materials (Soil/CBR tests, Sieve Analysis)

Language Skills: English (ADVANCED)

Interests

- Analyzing Data
- Research and Publication
- Travelling
- Working out
- Community Involvement

Relevant Projects and Internships

- Assessment of Procurement Method adopted for Development of Religious Building Projects in Akwa Ibom State – (BSc Project - December 2017)
- JP Morgan Virtual Internship in Data Analytics – January 2024

WORK EXPERIENCE

Business Intelligence Analyst (Full Time)

January 2022 – August 2025

@Micnous Service Nigeria LTD | Abuja, NG

- Led the collection, cleaning, and analysis of critical project data—covering timelines, costs, materials, equipment utilization, and labor metrics to drive strategic decision-making and operational efficiency across construction sites.
- Designed and implemented interactive dashboards and visual reports using Excel and Power BI, enabling real-time project tracking, delay detection, and performance monitoring through defined KPIs such as budget variance and resource allocation.
- Collaborated cross-functionally with engineers, project managers, and site supervisors to align data initiatives with field operations, ensuring data-driven insights translated into measurable improvements in construction planning and execution.
- Directed cost-benefit analyses and predictive risk assessments using historical data to support accurate budgeting, minimize project delays, and inform resource allocation strategies.

Data Analyst (Full Time)

January 2020 – December 2021

@Micnous Service Nigeria LTD | Abuja, NG

- Assisted in collecting and organizing site data, including daily reports, material usage, labor hours, and equipment logs for ongoing construction projects.
- Supported the creation of weekly reports and visual summaries to help track project progress, budget spend, and resource allocation.
- Collaborated with project teams to identify data gaps and contributed to streamlining data entry processes for improved efficiency.
- Maintained documentation and data records, ensuring project files were consistently updated and accessible to key stakeholders.

Lab Technologist (Part Time - NYSC)

December 2018 – October 2019

@Omavic Synergy Consults LTD | Delta, NG

- Conducted CBR tests on soil samples to determine subgrade strength for road and building foundation design
- Performed soil tests such as moisture content, Atterberg limits, sieve analysis, compaction, specific gravity, and pH to assess soil strength and suitability for building foundations.
- Assisted site engineers in interpreting soil test results to support foundation design recommendations
- Ensured accurate recording of test data and maintained test logs for reporting and reference.

Building Engineer (Part Time - Student IT)

June 2015 – January 2016

@MME UG Enviroventures Nigeria LTD | Uyo, NG

- Assisted in developing design proposals and design philosophies, contributing to innovative architectural solutions.
- Provided effective supervision of building services, maintenance, and landscape architecture projects.
- Coordinated work crews involved in structural steel erection, ensuring precision and adherence to safety protocols.

Certificates

- Google Data Analytics Certification Course
- Practical Guide to Project Management
- Data Analysis with Microsoft Excel and Python
- Data Analytics and visualization with Google Data Studio
- Data Analytics and visualization with Power BI and Tableau
- Database Management with MySQL
- Google UX Design Certification Course

REFERENCES – available on request