



SELMi Alaeddine

HR Data Analyst



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Ariana, Tunisie

PROFESSIONAL SUMMARY

Results-driven HR Data Analyst and Junior BI Analyst with strong expertise in data analysis, visualization, and business intelligence. Proven track record of transforming raw data into actionable insights to enhance decision-making and drive organizational growth. Skilled in ETL processes, dashboard creation, and statistical analysis using tools like Python, Power BI, and SQL. Adept at collaborating across teams and ensuring data integrity and security. Committed to leveraging analytical skills to solve complex problems and achieve strategic goals.

CORE COMPETENCIES

Data Analysis & Visualization: Expertise in Power BI, Python, and Excel for creating actionable dashboards and visualizations.

ETL & Data Warehousing: Proficient in Extract, Transform, Load (ETL) processes using Python Pandas and MS SQL Server.

Business Intelligence: Experience in designing data warehouses using Kimball methodologies for robust BI solutions.

-Statistical Analysis: Skilled in uncovering trends and insights through exploratory and statistical data analysis.

Data Governance: Knowledgeable in ensuring data integrity, security, and compliance with best practices.

Programming: Proficient in Python (Pandas, NumPy and PySpark) and SQL for database management and advanced analytics.

Collaboration & Communication: Strong interpersonal and communication skills, essential for stakeholder engagement and teamwork.

EXPERIENCE

HR Data Analyst

SAIPH Société Arabe des Industries Pharmaceutiques

01/2024 - Present, Zaghuan, Tunisia

As an HR Data Analyst at SAIPH, I am responsible for a wide range of analytical tasks to support HR operations and enhance decision-making processes. My key responsibilities include:

- **Dashboard Creation:** Designing and maintaining dashboards using Power BI to provide real-time insights and facilitate data-driven decision-making.
- **Data Warehousing:** Developing and maintaining a data warehouse to consolidate and manage HR data for advanced analytics.
- **ETL Processes:** Performing ETL (Extract, Transform, Load) tasks using **Python** Pandas and **MS SQL Server** to ensure seamless data integration and transformation.
- **Data Quality Checks and Visualization:** Utilizing **Excel** to perform data quality checks and create quick visualizations with pivot tables and graphs.
- **Survey Analysis:** Analyzing surveys for social events to **gather insights** and improve employee engagement and satisfaction.
- **Time Management Analysis:** Evaluating employees' time management to optimize productivity and ensure effective utilization of working hours.
- **Payroll Analysis:** Conducting detailed analyses of payroll data to ensure accuracy and compliance with company policies.
- **Training Expenses and Axes Analysis:** Reviewing and analyzing training expenses to measure **ROI** and identify areas for cost optimization.
- **Employee Administration and Recruitment:** Supporting employee administration and recruitment processes by providing data-driven insights and reports.
- **Monthly Activity Reports:** Preparing comprehensive monthly activity reports to track HR metrics and performance indicators.
- **Cross-Departmental Projects:** Collaborating with other departments, such as production, to share HR and employee productivity insights and participate in interdisciplinary projects.
- **Application Development:** Creating simple applications to structure and standardize data flows, ensuring consistency and efficiency in data management.

Business Intelligence Developer Intern

SAIPH Société Arabe des Industries Pharmaceutiques

08/2023 - 12/2023, Zaghouan , Tunisia

- Created and implemented various analytical dashboards using **Power BI Suite** and **Microsoft SQL Server**, enhancing the HR department’s data-driven decision-making process.
- Analyzed and collected HR data, providing a solid foundation for strategic decision-making.
- Assisted in Candidate Profiling and Employee Time Management, contributing to the efficiency of HR operations.
- Developed dashboards for **Absenteeism Analysis, Productivity Analysis, Workforce Analysis, Salary Analysis, and Social Works Analysis**.
- Assisted in various HR tasks, including candidate profiling, employee time management, and social work.

Web Developer Intern

Alpha Energy

02/2022 - 08/2022, Ben Arous , Tunisia

- Developed a web application for electronics inventory using PHP, HTML, CSS, and MySQL.
- Enabled efficient product search functionality by category for enhanced user experience.

EDUCATION

Engineering degree Business Intelligence and Information Systems

Conservatoire national des arts et métiers

2022 - Present Tunis , Tunisia

Bachelor's degree General Science Technologies

Conservatoire national des arts et métiers

2021 - 2022 Tunis , Tunisia

Advanced technician in Networking and computing

Institut Maghrébin des Sciences Economiques et de Technologies

2019 - 2021

TECHNICAL SKILLS

- Programming Languages:** Python, SQL, PHP
- Tools & Technologies:** Power BI, MS SQL Server, Excel, Pandas,PySpark
NumPy
- Other Skills:** ETL, Data Warehousing, Data Governance, Statistical Analysis

LANGUAGES

- Arabic
Native or Bilingual Proficiency
- English
Full Professional Proficiency
- French
Limited Working Proficiency

INTERESTS

- Motorsports
- Technology
- Gaming