

OLUWAFAYOKEMI AARINOLA AJAYI

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PROFESSIONAL SUMMARY

Highly motivated and detailed-oriented candidate passionate about using data to improve business performance and customer experience. Skilled at leveraging data to develop actionable solutions to business challenges and utilizing data mining and data visualization to create meaningful insights. Excellent technical aptitude and knowledge of programming languages, data analytics and data visualization.

PROFESSIONAL EXPERIENCE

Data Analyst

Nov 2023 – Current

Data Pluga PQPLUS Marketing Consult/Abuja, FCT, Nigeria

- Use a variety of sources inside and outside of the company to collect aggregate and analyze data.
- Interpreted information from a series of database investigation to make prediction and recommendations for a company's scope of work.
- Research and transform information from raw data into an easily understood analysis that identifies trends and insight for the organisation.
- Discuss results and Database with various members of the management in an organisation and led staff members to realize the significant of the data.
- Completed data cleaning and data validation of existing spreadsheets to promote robust data management platform, resulting in accurate data analysis and entry.
- Identified, analyzed and interpreted trends or patterns in complex data sets by finding correlations and visualizing with charts.

Administrative Officer/IT Support

Aug 2020 – Mar 2024

Duncan Groups of Companies, Abuja, FCT, Nigeria

- Offered technical support and troubleshoot issues to enhance office productivity.
- Conducted research to assist with routine tasks and special projects.
- Managed company's website.
- Communicated with customers via phone and emails to confirm deliveries and respond to inquiries.
- Provides general administrative support, receives and manages incoming calls and mails.

Learning Management Administrator

Jan 2018 – Dec 2018

EksuSmart School, Ado-Ekiti, Ekiti State, Nigeria

- Coordinating e-learning programs and teachings for staff and students.
- Maintained personnel records and updated internal databases to support document management.
- Troubleshoot employee concerns and recommended corrective actions to resolve issues.

NYSC Teacher (Corp Member)

Nov 2014 – Oct 2015

St. Barnabas UBE College, Ilorin, Kwara State, Nigeria

- Teaching of computer science to the junior secondary school students.
- Worked cooperatively with other teachers, administrators and parents to help students reach learning objectives.
- Kept students on-task with proactive behaviour modification and positive reinforcement strategies.
- Supported student physical, mental and social development using classroom games and activities.
- Entered and maintained departmental records in company database.

EDUCATION	M.Sc. Computer Science, <i>Ekiti State University, Ado Ekiti, Nigeria.</i>	Oct 2021
	B. Sc. (Ed) Computer Science <i>Adekunle Ajasin University, Akungba Akoko, Ondo State, Nigeria.</i>	Sept 2014
	Senior Secondary School Certificate <i>Government Science College, Iyin Ekiti, Ekiti State Nigeria</i>	June 2008
ADDITIONAL SKILLS	• Expert in Microsoft Excel • Power BI • Python for Data Analysis • Structured Query Language (SQL) for Data Analysis • Data Cleaning., ETL processes., Data visualization. • KPI Tracking, Data Integration, Data Storytelling. • Ability to work effectively in a team. • Effective listening and excellent interpersonal skills. • Good communication skills • Ability to accommodate demanding schedule.	
CERTIFICATION	Data Analysis & Business Intelligence Development, PQPLUS	2024
	Data Fundamentals, IBM SkillBuild	2024
	Data Analytics with Excel and Power Bi training, Upschool Africa	2023
ADDITIONAL INFORMATION	• Gender female • Marital status single	
REFEREES	<i>Available on request</i>	