

Sara HENCHIRI KACEH

BI Analyst

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Summary

A solution-oriented **Business Intelligence Analyst** who is proficient with data visualization tools such as **Tableau Software** and **PowerBI** to achieve your **company business goals**.

Holds an **Engineering degree** in Applied Science and Technology and a **Business Intelligence Certification** from Emory University.

Skills

- Expert knowledge of **SQL** and relational database management systems.
- Proficient in data visualization tools such as **Tableau Software** and **PowerBI**
- Skilled with the scripting language **Python**, and the client languages **Javascript**, **HTML**, and **CSS**.
- Operating systems: Microsoft Windows, MacOS, Ubuntu Linux.
- Proficient in Microsoft Office (Word, **Excel**, Outlook, PowerPoint, Visio).
- Experience with writing **Business and Technical documents**.
- Good experience with dealing with **difficult clients** and management under pressure situations.

Languages:

- English: Fluent
- French: Native
- Arabic: Native

Work experience

Sentinel Data

July 2018 - October 2018

BI Analyst Contractor

Sentinel Data is a company that provides Software solutions for vendors in the pharmaceutical industry to help them manage their marketing campaigns and sales promotions.

Worked hand-in-hand with the development team to clean up the extracted sales data (an **SQL** database), create base metrics that will help the team determine the health of the data and finally worked on visualizing the information in a workbook in **Tableau Software** for the company's leadership to review.

Alliance Française Atlanta

July 2017 - April 2018

Education Program Manager

Provide corporate support (e.g. the CDC, Carter Center, Task Force) and management of individual contracts.

Analyze the client's needs and construct easy-to-understand **business documents** to transfer to teachers and other parties.

Provide the liaison that ensures a mutual understanding of the requirements and sets the right expectations for both the clients and the Alliance Française.

Develop and promote new markets.

Manager and administrator of the French Proficiency Exams.

Alliance Française Atlanta

November 2016 - June 2017

Administrative Coordinator

Continuous direct communication with the clients via phone, email and face to face.

Responsible for providing support and technical assistance to the administrative team and all teachers.

Administrator of the software used for course management.

Operate cash register with competence ensuring that the drawer is balanced at the beginning and end of each shift.

Achievement: Created a catalog of administrative Standard Operating Procedures (SOP).

Education

INSAT, Tunisia

September 2010 - June 2015

Engineer in Applied Science and Technology

GPA: 16/20

Relevant Coursework: Math, Statistic, Programming, Marketing

Major: Industriel Biology

Honors/Academic Achievements: Received the degree with **Honor**.

Internships: Performed 4 Summer internships.

Clubs/Organizations: Treasurer of the Health INSAT Club

Certifications

Emory University

July 2018 - September 2018

Business Intelligence Certification

Relevant Coursework: Data collection, data preprocessing, data storage, data queries, basic data mining, descriptive data analytics, data visualization, and results presentation.

Relevant Tools: Excel, SQL, Microsoft Power BI, and Tableau Software.

The Wharton School of the University of Pennsylvania

September 2017 - March 2018

Business Analytics Specialization

Coursera Verified Certificate.

Relevant Coursework: Introduction to big data analytics, Customer, Operations, People and Accounting Analytics.

Johns Hopkins University

May 2015 - February 2016

Data Scientist

Coursera Verified Certificate.

Relevant Coursework: The Data Scientist's Toolbox, R programming, Getting and Cleaning Data.

Projects

Pasteur Institute of Tunis

January 2015 - June 2015

Bioinformatics characterization of a Protein

Used the programming language Python to implement a program that **cleans** and **compares** the big-data of 3 proteins. Modeller and Chimera tools were later used to model the output.

Codebase: https://bitbucket.org/sara_nzh/sherp_protein_project/overview