DANISH SHAFI

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Address: Al Khalidiyah Abu Dhabi

 (On Visit Visa till 12-04-2024)

Nationality: Indian

EDUCATION

(MScIT) MASTERS IN INFORMATION AND TECHNOLOGY. H.N.B. GARWHAL UNIVERSITY OF UTTARKHAND (2019)

(BCA) BEACHELORS IN COMPUTER APPLICATIONS. UNIVERSITY OF KASHMIR (2016)

INTERMEDIATE JKBOSE (2011)

LANGAUGES

ENGLISH | Read | Write | Speak
URDU | Read | Speak
HINDI | Speak
KASHMIRI | Native

EXPERIENCE

MANAGEMENT INFORMATION SYSTEM ANALYST
AT FIL INDUSTRIES LTD. (DEC 2022 -JAN 2024)

- Develop and maintain interactive dashboards in Power BI and Excel, Providing real-time insights for stakeholders.
- Generated regular and ad-hoc reports for senior management, providing key performance indicators and facilitating data-driven decision processes.
- Cleaning and organizing raw data into structured formats for analysis.
- Designing and implementing effective Management Information Systems.
- Gathering, analyzing, and interpreting data to create comprehensive reports.
- Collaborate with cross-functional teams to understand business requirements and tailor data analyses accordingly.
- Collaborating with various departments to understand reporting needs.
- Implementing data quality standards and ensuring data accuracy.

IT SYSTEM SUPPORT AT STAR TECH GROUP OF ENGINEERS (OCT 2021- NOV 2022)

- Provided timely and effective Technical support for hardware and software issues, ensuring seamless IT operations and provide support for standard office applications.
- Collaborated with end-users to troubleshoot and resolve technical issues promptly.
- Installing, configuring, and maintaining computer systems and peripherals.
- Managing user accounts, permissions, and access levels.
- Implemented system upgrades and ensured data security measures were in places.
- Collaborating with the IT team to implement system upgrades and patches.
- Providing training to end-users on system usage and best practices.
- Conducted regular system audits to identify vulnerabilities, mitigate risks, and ensure the integrity of IT assets.

COMPUTER TEACHER AT SANCTORUM PUBLIC SCHOOL (AUG 2019-SEP 2021)

- Develop and implement comprehensive computer science curriculum for 8th to 12th.
- Utilized innovative teaching methodologies, integrating coding exercises, project-based learning, and collaborative activities.
- Conducted assessments to measure student progress and adjusted instructional strategies accordingly.
- Organized and supervised extracurricular activities, coding and tech competitions.
- Taught fundamental computer skills and applications to middle school students.
- Collaborated with colleagues to integrate technology into cross-disciplinary projects.
- Conducted workshops for teachers on integrating technology into the curriculum
- Successfully facilitated computer science lessons, fostering a positive and engaging learning environment.
- Attend workshops, conferences, and training sessions to stay updated on the latest trends in computer science education.
- Collaborate with fellow educators to share best practices and enhance teaching methodologies.

AWARDS AND ACHIVEMENTS

- 2 times Star Employee of the month
- Best teacher of the year 2021.

SKILLS

- ADVANCED MICROSOFT EXCEL.
- DATA VISUALIZATION.
- DATA CLEANING AND PREPARTION.
- DATA ANALYSIS.
- BASIC SQL.
- POWER BI.
- DATA PROCESSING.
- DATA MANAGEMENT.
- VISUAL BASICS FOR APPLICATIONS.
- TECHNICAL SUPORT.
- HARDWARE KNOWLEDGE.
- OPERATING SYSTEMS.
- TROUBLESHOOTING.
- SECURITY AWARENES.
- KNOWLEGDGE OF ENGINEERING AND INFORMATION TECHNOLOGY
- CUSTOMER SERVICES SKILLS

CERTIFICATION COURSES

- Microsoft Advance Excel
- Power Bi
- SQL
- Python
- HTML
- C and C++

PROJECTS

- Library Management system. (MScIT)
- Role: Designer
- Project Description: This application is used to store the information of the students like books and many more information related library.