

## OBJECTIVE

I am a data-driven Business & Information Analyst with expertise in student information systems, data reporting, and process automation. Skilled in SQL, Power BI, and PeopleSoft, with a proven track record of optimizing workflows, ensuring compliance, and enhancing data-driven decision-making.

## EDUCATION

**Master of Science in Computer Science** December 2024  
*Florida Atlantic University – Boca Raton, FL* GPA: 3.92/ 4.0

**Bachelor of Science in Computer Science** September 2020  
*Kwame Nkrumah University of Science and Technology – Kumasi, Ghana* GPA: 3.30/ 4.0

## TECHNICAL SKILLS

**Student Information Systems:** Workday, PeopleSoft Campus Solutions.

**Programming & Database Management:** Python, SQL, MySQL, PostgreSQL.

**Data Visualization:** Power BI, Tableau, Advanced Excel (Macros, Pivot Tables).

**System Optimization:** Process Improvement, Data Audits, System Troubleshooting.

**Collaboration Tools:** SharePoint, Jira, Microsoft Office Suite.

## RELEVANT WORK EXPERIENCE

**Business & Information Analyst – Embry-Riddle Aeronautical University – Daytona Beach, FL** January 2025 – Current

- Manage National Student Clearinghouse data transmissions, ensuring 100% compliance with federal regulations and improving data accuracy.
- Develop and maintain SQL-based reports and Power BI dashboards, providing real-time insights for enrollment management and student records tracking.
- Conduct system upgrades and regression testing for PeopleSoft Campus Solutions, ensuring seamless data processing and minimizing disruptions.
- Optimize academic calendar configurations, streamlining course scheduling, term setup, and student communications.

**Graduate Research & Teaching Assistant – Florida Atlantic University – Boca Raton, FL** May 2023 – December 2024

- Automated SQL-based reports, reducing manual reporting time by 40% and improving data accuracy for decision-making.
- Collaborated with academic advisors to optimize PeopleSoft and Workday processes, improving user satisfaction by 25%.
- Assisted in troubleshooting and testing system upgrades and patches to ensure smooth integration across departments.
- Published papers in IEEE and Multimedia Tools and Applications Journal, proposing innovative methods in grid-indexed spatial-temporal analysis and in-vehicle sensor analysis, achieving 97% predictive accuracy. ([Click Here](#)) to my Google Scholar.

**Software Development Intern – OneHope Inc – Pompano-Beach, FL** June 2024 – Aug 2024

- Built and optimized a performance profiling system using C#, ASP.NET Core, and Entity Framework, improving system performance by reducing query execution times by 35%.

**Application Support Analyst – Digital Extensions – Accra-Ghana** October 2020 – March 2023

- Automated data imports and exports between auxiliary systems, reducing manual processing time by 40%.
- Developed SQL queries for data integrity audits, improving accuracy by 15% and ensuring compliance with university standards.
- Acted as a liaison between IT and academic staff, improving user satisfaction and resolving system errors promptly.

## RELEVANT PROJECTS AND RESEARCH EXPERIENCE

**Employee Location & Integration Dashboard** January 2024

Designed an interactive Power BI dashboard to visualize employee distribution across campuses, automating updates with SQL and Power Automate. Reduced manual data entry by 50%, providing actionable insights for workforce planning.