

FARHANAH IZZATI BINTI ABDUL HAKIM

farhanahizzati61@gmail.com | +601156625414

LinkedIn Profile: <https://www.linkedin.com/in/farhanah-izzati/>

Portfolio: <https://farhanah-izzati.netlify.app/>

PROFESSIONAL EXPERIENCES

Data Analyst

January 2024 - Current

Generali Insurance Malaysia - Big Data and Analytics

Kuala Lumpur

- Regularly extracted and delivered large datasets upon request for analytical purposes, meeting user-specific requirements to ensure accurate and tailored data delivery
- Developed an automated report analysing claims trends, enabling the underwriting team and regional managers to identify high-risk customer segments
- Proactively identified, reported and resolved data loading issues by conducting thorough analyses, minimising potential disruptions in business operations
- Reduced time spent on recurring tasks and issues by 15% by creating comprehensive documentation for troubleshooting and resolution procedures, improving team efficiency and knowledge transfer

Analyst Intern

September 2023 - December 2023

KRU Group

Cyberjaya, Selangor

- Gathered essential industry-specific information from external companies, providing valuable insights for reports and analysis to the Group CEO
- Proficiently utilised Microsoft Excel to validate and systemise databases by implementing data validation rules and advanced Excel functions, streamlining data collection and storage procedures
- Improved data accessibility, leading to a 25% reduction in the time required to retrieve essential information for analysis

Special Education Substitute Teacher

May 2023 - June 2023

Sekolah Kebangsaan Gangga

Beruas, Perak

- Implemented differentiated instruction and customised curriculum materials across diverse subjects, catering to the specific learning requirements of students with a wide range of special needs
- Generated comprehensive progress reports for a cohort of 25 students, providing valuable insights and data for informed decision-making in support of their educational journey
- Demonstrated effective teamwork, communication, and interpersonal skills to work cohesively with colleagues from diverse backgrounds, enhancing the overall educational experience for students with special needs

Biology Laboratory Intern

July 2022 - September 2022

Lembaga Penduduk dan Pembangunan Keluarga Negara (LPPKN)

Kuala Lumpur

- Maintained accurate laboratory records and meticulously documented test results, ensuring data integrity and compliance with regulatory guidelines
- Screened and analysed over 150 samples daily, aiding in diagnosis and treatment planning
- Employed analytical problem-solving skills to identify and rectify data anomalies, enhancing data accuracy and reliability, while swiftly adapting to evolving technologies and techniques

Personal Tutor

Freelance

Mathematics (Y4-6), Additional Mathematics, Physics, Chemistry

Beruas, Perak

- Effectively explaining complex concepts and subject matter clearly and understandably, led to a significant improvement in students' average test scores, with an average increase of 15 points
- Proficiently addressed challenging and intricate questions by employing effective problem-solving strategies
- Executed personalised, one-on-one tutoring to students of diverse ages and academic levels, demonstrating versatility and a deep commitment to student success

ACADEMIC HISTORY

K Youth Development Programme (Data Analytics Bootcamp)

August 2023 - December 2023

Excelerate Asia, General Assembly

Kuala Lumpur

- Relevant courses: SQL, Tableau, Microsoft Excel

Bachelor of Science in Genetics

September 2019 - February 2023

Universiti Malaya (UM)

Kuala Lumpur

- Acquired a cumulative grade point average (CGPA) of 3.57
- Recipient of Dean's List Award two times and obtained a GPA above 3.5 four times

Foundation in Life Sciences

July 2018 - April 2019

Universiti Malaya (UM)

Kuala Lumpur

- Acquired a cumulative grade point average (CGPA) of 3.71

Sijil Pelajaran Malaysia (SPM) 2017

2013 - 2017

Sek. Men. Agama Persekutuan Kajang

Kajang, Selangor

- Acquired 11A (6A+ 3A 2A-)

SKILLS

Data Analysis and Visualization: SQL (PostgreSQL), Tableau, Power BI, SAP BI

MS Office Suite: Microsoft Excel, Microsoft Word, Microsoft PowerPoint

Design and Presentation: Canva

LEADERSHIP EXPERIENCES

President of Social and Welfare Development Committee

October 2021 - June 2022

Kinabalu Residential College (KK8), Universiti Malaya

- Directed a team of 70 committee members to plan, organise, and execute social and welfare events within the residential college to address concerns and implement initiatives proactively
- Spearheaded partnerships with local community organisations to expand volunteer and service-learning opportunities, resulting in a 30% increase in student participation in community service activities
- Collaborated with college administrators, staff and other organisations to coordinate tasks with efficiency and attention to detail while maximising the participation and impact

Student Facilitator (*Pemudahcara Mahasiswa*)

September 2020 - June 2021

Kinabalu Residential College (KK8), Universiti Malaya

- Conveyed guidance and served as a liaison between students and higher management administrators, advocating for student needs and concerns while fostering open communication
- Facilitated student-led initiatives to enhance the student experience and promote a sense of community
- Schemed and managed almost 800 students' registration and activities during orientation week at the residential college including assigning rooms and collecting feedback from attendees

ADDITIONALS

- Secretariat of Universiti Malaya Student Union (UMSU), Faculty of Science, Universiti Malaya, September 2019 – March 2020
Organise and coordinate faculty meetings, seminars, workshops, and other academic events
- Secretary of Islamic Youth Festival, Kinabalu Residential College (KK8), Universiti Malaya, September 2019 – March 2020
Maintain accurate and up-to-date records of club meetings, activities, and decisions
- Dean's List Award recipient, Universiti Malaya, January 2020 and September 2020
Obtained Dean's List for 2 semesters (Semesters 2 and 3)
- 'Anugerah Platinum SPM (11A) 2017' recipient, SM Agama Persekutuan Kajang, 2017
Awarded for obtaining excellent results in SPM 2017 (11A)

- ‘Murid Mithali Usamah Zaid’ recipient, SM Agama Persekutuan Kajang, 2017
Awarded for obtaining excellent academics, behavioural and co-curricular activities
- Gold Award recipient at Invention, Innovation & Design Exposition 2016 (IIDEX 2016), Universiti Teknologi Mara (UiTM), Shah Alam, 2016
Awarded gold medal for 2016’s prestigious international innovation competition