MD NEZAM (FARABBI)

Business Intelligence Analyst · Data Analyst · Business Analytics Professional

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PROFESSIONAL SUMMARY

Multidisciplinary professional with 7+ years of experience in NGO, community, information technology, and international organizational settings, with extensive familiarity with the Rohingya humanitarian context in Cox's Bazar. Brings a unique combination of professional legal studies (LL.B. in progress), B.Sc. in Computer Science and Engineering, Child Protection Awareness and Safe Internet for Children training, and professional expertise in data analysis, information management, data visualization, and digital technologies. Committed to advancing child rights, safeguarding, protection, and evidence-based humanitarian coordination through culturally sensitive community engagement, effective stakeholder collaboration, and responsible management of protection-related information.

CORE COMPETENCIES

Business Intelligence · Business Analytics · Data Analytics · Data Visualization · Dashboard Development · MIS Reporting · Reporting Automation · KPI Monitoring · Decision Support · Business Performance Analysis · Process Improvement · Stakeholder Management · Analytical Thinking · Problem Solving · Cross-functional Collaboration

TECHNICAL SKILLS

BI & Visualization: Power BI, Tableau, Google Data Studio, Data Visualization, Dashboard Development

Data & Databases: SQL, PostgreSQL, Google BigQuery, ETL, Data Modeling, Data Cleaning, Data Governance, Database Management

Analytics & Scripting: Python, Statistical Analysis, Forecasting, Machine Learning Fundamentals, R (Data Analysis)

Productivity & Reporting: Advanced Microsoft Excel, Power Query, Pivot Tables, MIS Reporting, Reporting Automation, Business Reporting

AI & Emerging Tech: Google AI Essentials, Prompt Engineering, AI Fundamentals

Web & Digital Analytics: Google Analytics, SEO, Website Administration, Content Management

PROFESSIONAL EXPERIENCE

Data Analyst & IT Consultant · *Self-Employed (Freelance)* | Jan 2012 – Present | Remote / Bangladesh

- Delivered end-to-end data analysis solutions for diverse clients, translating raw datasets into actionable business intelligence reports and interactive Power BI and Tableau dashboards.
- Designed and automated business reporting workflows using Advanced Excel, Power Query, and SQL, reducing manual reporting effort and improving data accuracy for client decision-making.
- Built and maintained relational databases and SQL reporting pipelines to support ongoing business performance tracking and KPI monitoring across multiple client engagements.
- Conducted business analysis and process improvement consulting, identifying operational inefficiencies and recommending data-driven strategies that enhanced client business outcomes.
- Developed and maintained client websites, applying Google Analytics and SEO best practices to track performance metrics and optimise digital presence.

IELTS Invigilator · *British Council Bangladesh* | Feb 2023 – Present | Bangladesh

- Managed high-stakes examination operations in strict compliance with British Council standards, ensuring data accuracy, confidentiality, and procedural integrity across all assessment activities.

- Maintained meticulous documentation and operational reporting, demonstrating exceptional attention to detail and adherence to international quality assurance frameworks.
- Coordinated logistics and stakeholder communication for large-scale examination sessions, ensuring seamless execution of time-sensitive operational processes.

Head of IT & Digital Strategy · *Cox's Bazar Kontho (Media Organisation)* | Jun 2025 – Present | Bangladesh

- Lead digital transformation initiatives including website administration, database management, and SEO-driven content strategy to expand organisational digital footprint.
- Implemented web analytics tracking using Google Analytics to monitor audience behaviour, generate performance reports, and deliver data-informed content and publishing decisions.

Trainer / Translator / Interpreter · *Save the Children, MSF & IOM (International NGOs)* | Jun 2017 – Jan 2024 | Bangladesh

- Supported humanitarian data collection, reporting, and documentation across large-scale field operations, maintaining strict data quality standards in complex, resource-constrained environments.
- Produced operational reports and analytical summaries for international stakeholders, ensuring accuracy, clarity, and timely delivery of mission-critical information.
- Delivered training sessions and facilitated multilingual communication between field teams and headquarters, demonstrating strong stakeholder coordination and cross-functional collaboration skills.

KEY PROJECTS

- **Business KPI Dashboard (Power BI):** Developed a multi-page interactive KPI dashboard consolidating sales, operational, and financial metrics into a single executive-level view, enabling real-time business performance monitoring.
- **Interactive Sales & Operations Dashboard (Tableau):** Built a dynamic Tableau dashboard featuring drill-down filters and trend analysis for cross-functional business reporting and data-driven decision support.
- **SQL Reporting Pipeline & Automated Analytics (Google BigQuery):** Designed and deployed a BigQuery-powered SQL reporting pipeline to automate recurring data extraction, transformation, and loading (ETL) processes, significantly reducing manual reporting overhead.
- **Automated Business Reporting System (Advanced Excel):** Created an automated Excel-based reporting solution using Power Query and dynamic Pivot Tables, delivering scheduled MIS reports with consistent accuracy and minimal manual intervention.
- **Website & Audience Analytics Dashboard (Google Analytics):** Implemented a comprehensive Google Analytics-based monitoring framework to track audience behaviour, traffic sources, and engagement metrics, producing actionable reporting for editorial and marketing strategy.
- **Personal Business Intelligence Portfolio (farabbi.info):** Designed and published a professional BI portfolio website showcasing data visualisation projects, dashboard capabilities, and analytical expertise for prospective employers and clients.

EDUCATION

LL.B. (Professional) · *National University* (In Progress)

Bachelor of Science – Computer Science & Engineering · *Cox's Bazar International University, Bangladesh* | 2015 – 2018

PROFESSIONAL CERTIFICATIONS

- Google Data Analytics Professional Certificate — Google
- Google Business Intelligence Professional Certificate — Google
- Tableau Business Intelligence Professional Certificate — Tableau
- Google BigQuery for Data Analysts — Google Cloud
- Data Analysis with R - IBM
- Google AI Essentials · AI Essentials for Everyone · Machine Learning for Everyone
- Excel Skills for Business · AI Prompt Engineering · Business English

LANGUAGES

Bengali (Native) · English (Professional Working Proficiency) · Rohingya (Professional Working Proficiency)