



# Imran Qasim

Data Analyst | Technical Project Coordinator | Product Support | Automation | Reporting

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Location: Dubai, UAE

## CAREER OBJECTIVE:

Seeking to excel with hard work, perseverance and dedication with resilient mindset for a position where I can contribute my expertise in data analytics, project management and product to support the organization's data-driven initiatives and future aspirations.

## PROFESSIONAL WORK EXPERIENCE:

**Organization:** Motive Inc. USA  
**Region:** Lahore, Pakistan  
**Tenure:** July 2021 - January 2024  
**Designation:** Data Analyst

### Responsibilities:

- Data Analyst in Data Annotation Department.
- Participant in R&D and Other projects.
- Collaboration with engineering, product, project and data teams.
- QA Analysis of Data & Live flow.
- Using SQL in Redash to extract data from datasets.
- Project Coordinator (Creating dataset, project documentation, onboarding, QA).
- Implementation of Agile Methodologies (JIRA, Scrum, Kanban).
- Dashboard Creation on Power BI & Reporting.
- ETL (Extract Transform Load) processing.
- Monitoring & maintenance of SLAs (Service Level Agreement).
- Google Suite experienced (Docs, Forms, Sheets, Slides & Calendar).
- Atlassian (Confluence, JIRA), Workday, Green Board & Slack experienced.
- Team Management (EQ, feedback processing, follow-ups, innovation & communication).

**Organization:** i9 Logics  
**Region:** Lahore, Pakistan  
**Tenure:** January 2020 - June 2021  
**Designation:** Business & Project Officer

### Responsibilities:

- Initial intern for 3 months in development team (Unity 2019X, Unity 2020X).
- Leading re-skinning, upload, QA and responsible for pre requisite check for pre and post-delivery to the customer.
- Played vital role in business development and client handling.
- Project documentation, Planning, Analysis, Testing, Marketing, SWOT analysis and Reporting.
- Creating product backlog and roadmap.
- Leading the product documentation.
- Product Monitoring (Performance, Feedbacks, Analysis).
- Compliance with regulated/defined policies.
- Clients & customers engagement (Meetings, Presentation, Delivery Lead Time, Support, Feedback).

**Organization:** **Ahmar International Pakistan**

Region: Lahore, Pakistan

Tenure: June 2019 - November 2019

Designation: Lead Agent & Database Admin

**Responsibilities:**

- Converting raw data into information.
- Creating sales funnels and target markets.
- Categorization of records and data storage on cloud.
- Clients & Customer assistance.
- Manager of office supplies and equipment.
- Suppliers, Wholesalers, importers engagement in USA, EU & Canada.

**Internship & Trainings:**

**Organization:** **WIZ AI Singapore**

Region: Lahore, Pakistan

Tenure: Feb 2023 - April 2023

Internship Domain: CX AI Chatbot Support

**Responsibilities:**

- Creating chat/ dialogue feed for AI chatbot.
- Using Adobe Audition for audio editing.
- Product Support. (Documentation, Workflow, QA).
- Customer Support (Q&A, Feedback, Follow Through).

**Organization:** **PNY Trainings**

Region: Lahore, Pakistan

Training: Data Analytics, Power BI, Transformation, DAX, Dashboard

**Organization:** **KnowBe4**

Region: Lahore, Pakistan

Training: Cyber Security Awareness

**Education:**

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|--|--------------------------------|
| • Bachelors Of Science Information Technology (BS IT) 2020 | The Superior University Lahore |
| • F.Sc (Pre Engineering) 2015                              | BISE Lahore                    |

**Technical Tools & Skills:**

- JIRA
- MS Power BI
- Redash (SQL)
- Adobe Audition
- CODA
- Confluence
- G-Suite (Docs, Sheets, Drive, Meetings)
- MS Office Suite
- Slack

**Personal Information**

Date of Birth: 15 April 1997

Nationality: Pakistan

Visa Status: visit visa valid till 28 March 2024