

# HATOON KASHKANITI

## IT ANALYST

0507211566

hatoun86@gmail.com

Abu Dhabi, UAE

## LINKS

LinkedIn:

<https://www.linkedin.com/in/hatoon-kashkaniti-7b935b78/>

## SKILLS

IT-Business Alignment

SharePoint

SDLC

Waterfall

Visio

Math

Research

Statistical Analysis

Cross-Functional Collaboration

Analytical Skills

Public Speaking

Detail-Oriented

As-Is Analysis

SWOT Analysis

Service-Oriented

Leadership

Power BI

Agile

## EDUCATION

NONODEGREE PROGRAM

UDACITY

2023

Data analysis & Visualization-- Power BI

## ABOUT ME

Professional IT Analyst with solid experience over 7 years with a wide variety of platforms and clients. I am currently seeking for a challenging opportunity in IT that will enhance & utilize my creative problem solving skills and support innovation to overcome barriers , implement effective solutions in a worthwhile company.

## WORK EXPERIENCE

### UNDERGRADUATE TEACHING ASSISTANT

ZAYED UNIVERSITY | ABU DHABI

OCT 2021 - APR 2022

- Facilitating discussion sections or tutorials
- Assisting in laboratory sessions
- Holding weekly office hours
- Limited grading of homework, exams or projects
- Proctoring examinations

### IT SUPPORT ENGINEER

INTALIO | ABU DHABI

NOV 2020 - FEB 2021

- Taking ownership of client issues reported and seeing problems through to resolution
- Researching, diagnosing, troubleshooting and identifying solutions to resolve application issues
- Setting up accounts for new users
- Maintaining jovial relationships with clients

### IS ANALYST

ADNOC | ABU DHABI

MAY 2010 - NOV 2016

- Studying/identifying feasibility users' requests to amend/enhance/customize the existing systems
- Evaluating new business packages & ensuring compatibility with other existing packages in the company
- Consulting with clients, coordinating projects teams, monitoring team progress, making sure projects are implemented in due time
- Implementing 3+ successful automation from Excel to SharePoint system
- Delivering presentations/training to an audience of Manager Level within the business.
- Liaising between project sponsors, stakeholders, developers, and analysts, establishing professional relations with external IT vendors via internally integrated applications

**BACHELOR OF SCIENCE**  
ABU DHABI UNIVERSITY |  
ABU DHABI  
2009

Honors:

cum laude (3.57/4.0 GPA)

## LANGUAGES

Arabic

English

Korean

## PERSONAL DETAILS

**Nationality**

Syrian

**Visa status**

Golden Visa

## DRIVING LICENSE

**Driving license category**

Yes

- Collecting, analyzing, developing, documenting, and communicating business strategy requirements
- Contributing to the business short-and long-term planning sessions and providing input (from a business and IT perspective) to ensure understanding of business goals and direction
- Testing software applications for reliability & stability
- Auditing quality control to ensure compliance with ISO standards

## ACHIEVEMENTS

**LEAD THE IT TEAM FOR SUCCESSFUL SHAREPOINT MIGRATION PROJECT TO WHOLE COMPANY**

**IMPLEMENTATION / REDESIGNING OF CORPORATE INTRANET PORTAL USING SHAREPOINT 2013**

## AWARDS

**CERTIFICATE OF RECOGNITION IN DEVELOPING QUALITY RISKS SITE**

**SHORTLISTED FOR THE BEST INITIATIVE FOR IDENTIFYING DIVISIONAL KNOWLEDGE MANAGEMENT SPACE**

## COURSES

### COURSES:

- Leadership and Team Management for Career Women
- Data Analyst Track
- Elements of AI
- Project Management Program (PMP)
- Risk Management
- 20480B: Programming in HTML5 with JavaScript and CSS3
- Adobe Photoshop CS5
- Introduction to System Analysis & Design
- Business Analysis & Modeling
- Abstraction & Modeling