

Bassem Hoteit

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Profile

Information Technology Management student with a strong interest in Data Analytics, SQL, Python, Excel, and dashboard reporting. Experienced in cleaning, organizing, validating, and tracking structured data through academic projects, bootcamps, and AIESEC operational work. Detail-oriented, eager to learn, and comfortable supporting teams with data preparation, basic analysis, reporting tasks, and ad hoc requests.

Education

Lebanese American University

BS in Information Technology Management

Beirut, Lebanon

Fall 2024 – Present

Lycée Franco-Libanais Habbouch

High School Baccalaureate

Nabatieh, Lebanon

Aug 2008 – June 2023

Experience

AIESEC

Team Member

Beirut, Lebanon

Fall 2025 – Present

- Managed and updated structured data for 30+ exchange participants, ensuring records were accurate, complete, and easy to track.
- Used Excel to organize participant progress, deadlines, follow-ups, and basic KPI tracking.
- Coordinated with internal team members to support reporting, operational updates, and timely follow-up tasks.
- Maintained attention to detail when handling participant information and internal tracking sheets.

Projects

Sales and Business Data Analysis Practice

Python, Pandas, Excel

- Cleaned and structured raw business datasets using Python and Pandas for analysis and reporting.
- Created calculated columns, summary tables, and basic aggregations to identify sales patterns and performance trends.
- Performed validation checks for missing values, inconsistent entries, and incorrect data formats before analysis.
- Produced simple charts and tables to communicate findings clearly.

SQL Data Extraction and Analysis Practice

SQL

- Practiced extracting and filtering business data using SELECT, WHERE, ORDER BY, GROUP BY, HAVING, and JOIN queries.
- Used SQL joins and subqueries to combine data from multiple tables and answer business-style questions.
- Summarized datasets using aggregate functions such as COUNT, SUM, AVG, MIN, and MAX.
- Focused on writing clear queries to support basic business reporting and decision-making.

Dashboard Preparation Project

Tableau / Power BI, Excel, Python

- Prepared cleaned and structured datasets for dashboard use by organizing fields, checking consistency, and summarizing key metrics.
- Built simple dashboard-ready tables to support visual reporting in Tableau or Power BI.
- Created basic visualizations to highlight trends, compare categories, and support interpretation of data findings.

AI-Powered Calculator App

Python

- Built a Python-based calculator that handles arithmetic operations and query-based calculations.
- Improved Python problem-solving skills through input handling, conditional logic, and function-based structure.

Skills

Programming & Data: Python, Pandas, NumPy, SQL, Java

Data Analysis: Data Cleaning, Data Validation, Data Structuring, Exploratory Data Analysis, Basic Trend

Analysis

Visualization: Matplotlib, Seaborn, Simple Charts, Tables, Dashboard Preparation

Tools: Excel, Google Sheets, Tableau, Power BI, Jupyter Notebook, PyCharm

Professional Skills: Attention to Detail, Problem Solving, Time Management, Teamwork, Communication

Certifications

Python for Data Analytics Bootcamp

Lebanese American University

- Completed training covering Python, Pandas, NumPy, data cleaning, visualization, and applied analytics projects.

Deloitte Australia Data Analytics Job Simulation

Forage, October 2025

- Completed a data analytics simulation involving data interpretation, dashboard creation, and business insight development.
- Used Tableau to create a dashboard and Excel to classify data and support business conclusions.

Relevant Coursework

Python and R for Businesses, Managerial Statistics, Web Development, Business Data Communication, ERP Analytics, Information Technology Management, Intro to Object-Oriented Programming, Discrete Structures I, Intro to Data Analytics

Languages

Arabic: Native

English: Fluent

French: Fluent

Spanish: Intermediate

Interests

Data Analytics, Business Intelligence, Data Visualization, Data Science, Data Engineering, Cloud Computing