



# Elham Tousi

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elham-tousi

## Professional Summary

- Dedicated and results-driven professional with a strong background in education, research, and business projects.
- Experienced in sustainability reporting, plot a materiality matrix, working with SDGs and KPIs.
- Skilled in teaching software (Excel, Python) and English.
- Data analysis using Python and Excel.
- Proven track record of leading cross-functional teams and successfully managing projects from conception to implementation.
- Possesses a strong analytical mindset, excels in problem-solving, and effectively communicates complex data insights to stakeholders across various disciplines.
- Highly adaptable and committed to continuous learning, with an entrepreneurial spirit.

## Educational Experience

### University Tutor

University of Bologna

Rimini, Italy

From Sep. 2022 - Present

- Served as tutor in **Models and Methods of Finance**.
- Served as tutor in **Organization and leadership**.
- Provided crucial support to students, assisting them in their academic journeys.
- Collaborated with professors in scheduling, office hours, and exam preparation to enhance the learning experience

### Borsista

University of Bologna

Rimini, Italy

Feb. 2023 - Jun. 2023

- Conducted research on: "Innovative learning methods for sustainability and integrated reporting." as a part of the European project INTEGRES.
- Investigated current IR usage among SMEs, explored innovative teaching tools, develop a contribution on the use and effectiveness of IR among SMEs.
- Contributed insights and perspectives on the use and effectiveness of Integrated Reporting (IR) among SMEs, within the context of an Erasmus Plus project involving five universities and funded by the European Union.

### Sustainability Reporting

Galvanina company

Rimini, Italy

Apr. 2022 - Jun. 2022

- Contributed to writing the company's sustainability report, providing data gathering, valuable insights and data analysis.
- Completed an internship at this company in order to conduct research for my master thesis.

## Professional Experience

### Freelancer

Rimini, Italy

From July. 2023 - Present

- Teaching software applications, including Excel and Python
- Delivered engaging English language instruction, fostering effective communication and language skills (level A1-C1).

### Business Project Consultant

Hotel Galvanina

Rimini, Italy

Oct. 2020 - Apr. 2021

- Conducted in-depth market and competitor analysis, shaping strategic decisions and future budgeting for the company.

### Manger's Assistant In 5-Star International Hotel

International hotel Ghasr

Mashhad, Iran

Oct. 2018 - Jun. 2019

- Provided comprehensive support to hotel management, overseeing daily operations and special projects.
- Responsible for holding events and reservation for events.



## Accountant

Karafarinan Touss Shargh (Iran Khodro's representation in Mashhad)

Mashhad, Iran  
Sep. 2013 - Sep. 2015

- Being part of accounting team.
- Inspect financial accounts.

## Education

**M.SC. in Business Administration-Service Management**  
University of Bologna

Rimini, Italy  
2019 - 2022

- Thesis: The process of developing a sustainability report: insights from the beverage company of Galvanina.
- International study program (Erasmus) – University of Tampere – Finland – January 2021 to July 2021
- Main subjects: Business Models  
Corporate Finance  
Financial Reporting and Analysis  
Data Analysis  
Strategic Cost Management in Service Industries

**M.SC. in Business Administration-Financial Management**  
Attar Institute of Higher Education

Mashhad, Iran  
2015 - 2017

- Thesis: Study of Key Influential Factors on the Competitiveness of Food Industry Exports: A Case Study in Khorasan Razavi Province.
- Top student
- Main subjects: Management Economics  
Advanced Statistical Analysis  
Managerial Accounting  
Advanced Management Information Systems  
Investment Management  
Monetary, Financial and International Markets and Institutions  
Advances Strategic Management

**B.SC. in Business Administration**  
Attar Institute of Higher Education

Mashhad, Iran  
2011 - 2015

- Top student
- Main subjects: Statistics and Its Application in Management  
Macroeconomics  
Microeconomics  
Auditing  
Methodology of Research in Management  
International and Financial organizations  
Monitory and Financial policies  
Strategic Management

## Technical Skills

<b>Programming Languages:</b>	Excel experienced, Python Intermediate, R Intermediate, SPSS Intermediate.
<b>Data Analysis &amp; Visualization:</b>	Skilled in data analysis using Python libraries ( <b>Pandas</b> ). Proficiency in data analysis and visualization tools such as <b>Excel</b> .
<b>Development Tools &amp; Environments</b>	Python environments ( <b>PyCharm</b> , <b>Jupyter Notebook</b> ), and <b>RStudio</b> .
<b>Statistical Analysis</b>	Practical application of statistical methodologies to <b>real-world data analysis</b> challenges, with proficiency in <b>regression analysis</b> , <b>hypothesis testing</b> , <b>ANOVA</b> and <b>t-tests</b> .

## Soft Skills

<b>Problem-Solving:</b>	Adept at identifying complex issues and implementing innovative solutions.
<b>Communication:</b>	Capable of explaining complex data insights to technical and non-technical stakeholders.
<b>Teamwork:</b>	Experienced in flexibly working within teams, taking on both lead and supporting roles as needed. Strong team working spirit, having worked in teams for over 4 years; both as a member and the leader.
<b>Attention to Detail:</b>	Proficient in collaborating with cross-functional teams and other departments.
<b>Project Management:</b>	Meticulous with an emphasis on accuracy in data analysis.
<b>Adaptability:</b>	Adept at handling multiple projects simultaneously under tight deadlines. Skilled at adjusting to diverse tasks and challenges, enhancing a dynamic work environment.

## Language Proficiency

English: (IELTS B2)	Reading: excellent	Writing: excellent	speaking: excellent	listening: excellent
Italy: (B2)	Reading: excellent	Writing: excellent	speaking: good	listening: excellent
Farsi: (Native)	Reading: excellent	Writing: excellent	speaking: excellent	listening: excellent



## Certificates

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Financial Markets, Coursera, 2023

Python for Finance: Investment Fundamentals & Data Analytics, Udemy, 2023

The Complete Financial Analyst Course 2024, Udemy, 2023

Leadership for Sustainable change, Helsinki University, 2021

Reporting value creation and sustainability for SMEs, Bologna University, 2023

## volunteer works

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Tedtalk: Translator for Tedtalk's videos.

Wikipedia: Translator in Wikipedia's pages, to translate, improve and update the pages.

RiminiSmokeBox: Cleaning beach to have healthy environment.

Non ho riportato condanne penali e di non avere procedimenti penali in corso.

29/03/2024

