**Sahar Ahmadi**
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## Professional Summary

Cybersecurity-focused Computer Information Systems student at Baruch College with a minor in Data Analytics and hands-on experience in system administration, identity and access management (IAM), multi-factor authentication (MFA), Google Workspace administration, and data analytics. Skilled in Python, SQL, Linux, and data analysis, with experience supporting user account administration, data management, and security operations, and currently developing cybersecurity and technical skills through the NYC Tech Talent Pipeline Cybersecurity Fellowship.

## EDUCATION

**Baruch College/CUNY, Zicklin School of Business, New York, NY**
*Bachelor of Business Administration (BBA)* *Expected May 2027*
**Major:** *Computer Information Systems* (Cybersecurity Concentration)*,* ***Minor****: Data Analytics*
**Related Courses:** Database Management Systems, Data Mining for Business Analytics, Data Warehousing for Analytics, Predictive Analytics and Decision Modeling, Data Visualization, Programming for Analytics (Python)

## SKILLS

**Technical Skills:** Python (Pandas, Matplotlib, Web Scraping), SQL (JOINs, Filtering, Aggregation, Data Cleaning), Linux (Kali Linux), Windows 10/11, macOS
**Cybersecurity & IT:** Identity and Access Management (IAM), Multi-Factor Authentication (MFA), Wireshark, Splunk, FTK Imager, Autopsy, Google Workspace Admin Console
**Data & Analytics:** Tableau, Microsoft Excel (Pivot Tables, VLOOKUP, Data Analysis), Google Sheets
**Applications:** Microsoft Word, PowerPoint, Outlook, Google Drive, Zoom

## EXPERIENCE

**Ottawa - Kabul Global Education Centre**, Toronto, Canada
*Google Workspace Administrator (Remote)* Apr 2025 - Present

- Managed 250+ user account lifecycles, including creation, updates, and deactivation, enforcing role-based permissions to ensure users held only the access their responsibilities required
- Configured and enforced multi-factor authentication (2-step verification) and maintained audit-ready records, strengthening security compliance and reducing unauthorized access risk
- Maintained and edited Google Sheets across 5+ teams, improving data accuracy and enabling faster, more reliable reporting for stakeholders
- Trained new administrators on systems, tools, and security best practices, increasing team capacity and reducing dependency on senior staff

**Cybersecurity Fellow,** New York, NY
NYC Tech Talent Pipeline (TTP)**,** *(Hybrid)* *June 2026 - Present*

- Develop hands-on cybersecurity skills in threat analysis, digital forensics, network security, and incident response through intensive labs and simulated security scenarios.
- Gain practical experience using cybersecurity tools and technologies, including Wireshark, Splunk, Autopsy, FTK Imager, and Kali Linux.
- Collaborate with cybersecurity professionals and participate in industry site visits to explore real-world applications and career paths in cybersecurity.

**Intern, Economic and Business Research Team - CUNY**, New York, NY
*Research Assistant* *Mar 2025 - May 2025*

- Analyzed and summarized 250+ academic articles and research findings into clear, concise reports, making complex information accessible for team use, decision-making, and presenting
- Annotated, edited, and organized spreadsheet data to support daily workflows
- Communicated findings and insights to the research team through discussions and presentations, ensuring alignment and collaborative progress

**Fresh Meadows Food Mart**, Flushing, NY
*Customer Service Sales Associate* *Aug 2022 - Apr 2023*

- Processed 50+ customer transactions per shift with speed and accuracy while balancing cash drawers to ensure accountability
- Assisted customers with inquiries, product recommendations, and issue resolution to maintain satisfaction and loyalty

## LEADERSHIP

**Leadership:** Afghan American Club (AAC) - Baruch College, New York, NY
*Co-President* *Aug 2025 - May 2026*

Led student organization initiatives, coordinated events, and collaborated with campus partners to support community engagement.