

HAYA MALIK

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EDUCATION

Virginia Commonwealth University, Honors College | Richmond, VA

Aug 2023 – Present

Bachelor of Science | Economics and Finance | Cumulative GPA: 3.58

Minors: Information Systems and Software Engineering

SKILLS & LANGUAGES

- Data & Analytics: Microsoft Excel (PivotTables, VLOOKUP, XLOOKUP, Macros, Power Query), Microsoft Power BI (DAX)
- Technical Languages: Python, Java, JavaScript
- Spoken Languages: Farsi (Bilingual/Native Proficiency), French (Professional Working Proficiency)

PROFESSIONAL EXPERIENCE

BUSINESS TUTOR / WRITING CONSULTANT | VCU | Richmond, VA

Jan 2026 – Present

- Deliver tailored, one-on-one instruction and test-preparation coaching to 30+ students across 7 core business courses, drawing on strong verbal communication and customer-service skills to drive a 300% average increase in examination scores
- Collaborate with a team of 10+ tutors and staff, maintaining a consistent focus on student comprehension and study-skill development to ensure high-quality, detail-oriented coaching

LEADERSHIP ROLES

VICE PRESIDENT | Student Economics Association at VCU | Richmond, VA

May 2026 - Present

Secretary | May 2025 – May 2026

- Coordinate outreach and large-scale logistics with university departments and vendors, executing a communication strategy that drove a 500% increase in active member engagement
- Overhauled recordkeeping and centralized scheduling systems, improving organizational accuracy and significantly reducing scheduling conflicts and administrative processing time

VICE PRESIDENT | Persian Student Union at VCU | Richmond, VA

May 2026 – Present

Treasurer | Jan 2026 – May 2026

- Spearhead data-informed fundraising outreach and strategic merchandise campaigns, driving a 300% increase in new capital reserves to support cultural programming
- Collaborate with the executive team to direct budget allocation for large-scale events, enforcing rigorous fiscal responsibility that accommodated a 200% surge in event attendance

CO-FUNDRAISING CHAIR | Pakistani Student Association at VCU | Richmond, VA

May 2025 – Present

- Co-lead data-driven fundraising outreach and cross-cultural partnerships; analyze historical donation trends to optimize outreach strategy, resulting in a 400% increase in campaign revenue
- Orchestrate budgets for large-scale programming and secure critical funding, expanding organizational capital by 200% and ensuring long-term financial sustainability

CERTIFICATIONS & PROFESSIONAL DEVELOPMENT

BUILDING AI AGENTS AND AGENTIC WORKFLOWS SPECIALIZATION | IBM, Coursera

Jun 2026 – July 2026

- Design conversation-driven AI agents with LangGraph, BeeAI, and AG2, applying workflow and data-organization principles across real-world use cases

MICROSOFT CERTIFIED: POWER BI DATA ANALYST ASSOCIATE | Microsoft, Coursera

Jul 2025 – Dec 2025

- Built a Power BI ecosystem with dynamic DAX measures and a Star Schema data model, using Power Query to clean, transform, and integrate datasets and establish 100% data integrity for trend analysis