

# Rhea Farooq

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📍 Chicago, IL 60601

## SUMMARY

Bioinformatics professional with five years supporting accurate analysis, documentation, quality reviews, **process monitoring**, and operational improvement. Current work includes bioinformatics activities, reporting workflows, record maintenance, process controls, and stakeholder collaboration within established procedures. Earlier experience strengthened analytical review, domain methods, software use, communication, and daily operational support. Familiarity with genomics, Python, R, **Linux HPC**, Nextflow, and **public health data** supports reliable work across structured technical environments. Careful documentation and organized follow through help teams resolve issues, maintain **required records**, and make informed operational decisions. Collaborative work with stakeholders has improved reporting accuracy and supported continuous improvement. This background can contribute dependable analysis, clear records, quality focused execution, and practical process support within a public health bioinformatics operation.

## EXPERIENCE

### Bioinformatics Specialist

January 2024 - Present

Northstar Operations Group

Chicago, IL

Supports bioinformatics activities, documentation, reporting, quality standards, record control, stakeholder needs, and continuous improvement across established operational workflows.

- Managed **bioinformatics** activities through established procedures and quality standards for dependable operational support.
- Improved documentation practices and reporting workflows, giving **stakeholders** clearer information for operational decisions.
- Analyzed bioinformatics information with **Python** and R methods to support accurate process reviews.
- Maintained required records and process controls across **genomics** and **public health data** workflows.
- Collaborated with stakeholders on issue resolution, improving follow through across operational activities.
- Supported continuous improvement initiatives through process monitoring, **quality reviews**, and documented recommendations.

### Professional Services Analyst

January 2022 - December 2023

Northstar Operations Group

Chicago, IL

Supported daily operational requirements through reporting, documentation, information review, domain methods, software tools, stakeholder communication, and process improvement initiatives.

- Supported daily operational requirements through organized workflows and established service **procedures**.
- Prepared reports and documentation that gave stakeholders consistent records for routine decisions.
- Applied domain methods and software tools during structured information review activities.
- Reviewed information for accuracy, helping preserve dependable records across operational processes.
- Assisted process improvement efforts by identifying workflow issues and documenting practical changes.
- Communicated findings to stakeholders through concise reports and clear follow up.

## PROJECTS

### Genomics Workflow Review 📅 2024

Reviewed a genomics workflow through Python, R, Linux HPC, and Nextflow concepts, connecting documentation quality with reliable analytical operations.

### Public Health Data Process 📅 2023

Organized public health data review activities around process monitoring, quality checks, records, and stakeholder communication.

## LEADERSHIP & AWARDS

- Received professional recognition for dependable documentation and accurate operational reporting.
- Recognized by peers for clear stakeholder communication during issue review and process improvement work.
- Provided leadership through consistent record control, quality review, and practical workflow support.

## EDUCATION

### Bachelor's Degree in Bioinformatics

2021

University Program GPA: 3.5

Chicago, IL

**Coursework:** Genomics, Python programming, R programming, public health data

## CERTIFICATIONS

- Python for Bioinformatics 📅 2024

- Public Health Data Analysis 📅 2023

## TECHNICAL SKILLS

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- **Bioinformatics:** Genomics, sequence analysis, bioinformatics workflows
- **Programming Languages:** Python, R, scripting
- **High Performance Computing:** Linux HPC, cluster computing, batch processing
- **Workflow Systems:** Nextflow, workflow orchestration, pipeline execution
- **Data Analysis:** Public health data, statistical analysis, data review
- **Documentation Systems:** Technical documentation, reporting, record control
- **Quality Management:** Quality standards, quality reviews, process controls
- **Process Operations:** Process monitoring, established procedures, operational workflows
- **Data Management:** Data organization, information accuracy, required records
- **Stakeholder Tools:** Status reporting, issue tracking, stakeholder communication

## SKILLS

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|------------------|----------------------|---------------------------|-------------------------|
| • Bioinformatics | • Linux HPC          | • Process monitoring      | • Communication         |
| • Genomics       | • Nextflow           | • Quality reviews         | • Organization          |
| • Python         | • Public health data | • Operational improvement | • Established processes |
| • R              | • Documentation      | • Analytical skills       |                         |

## PROFESSIONAL AFFILIATIONS

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- Bioinformatics professional community participant focused on genomics, analysis, and shared operational practices.
- Public health data collaborator supporting organized communication, quality records, and responsible analytical workflows.

## LANGUAGES

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- English (Native)
- French (Intermediate)

## ADDITIONAL INFORMATION

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**Work Status** : Authorized to work in United States. No sponsorship required.

## REFERENCES

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AVAILABLE ON REQUEST