

Data Analyst Resume Sample

123 Your Address
City, State, Zip Code
(xxx)-xxx-xxxx
your@email.com

Data Analyst with 8+ years of experience in interpreting and analyzing data for driving business solutions. Proficient knowledge in statistics, mathematics, and analytics. Excellent understanding of business operations and analytics tools for effective analyses of data.

Professional Experience

Breadboard lab, LLC, New York, NY

Senior Data Analyst, January 2013– Present

- **Manage the planning and development of design and procedures for metrics reports**
- **Develop new reports and delegated tasks to team members**
- **Perform market analysis to efficiently achieve objectives, increasing sales by 24%**
- **Investigate and conducted study on forecasts, demand, and capital for products**

TJ & SONS, Cleveland, OH

Data Analyst, September 2011 – December 2012

- **Successfully interpreted data to draw conclusions for managerial action and strategy**
- **Used statistical techniques for hypothesis testing to validate data and interpretations**
- **Presented findings and data to team to improve strategies and operations**
- **Proposed solutions to improve system efficiencies and reduce total expenses**

Epic Scope Technologies, Cleveland, OH

Data Analyst, June 2008 – August 2011

- **Utilized SPSS and MiniTab statistical soft ware to track and analyze data**
- **Optimized data collection procedures and generated reports on a weekly, monthly, and quarterly basis**
- **Used advanced Microsoft Excel to create pivot tables, used VLOOKUP, and other Excel functions**
- **Conducted reports for implementation of marketing strategies, leading to 34% growth in customer acquisition**

Education

CASE WESTERN RESERVE UNIVERSITY, Cleveland, OH

Bachelor of Science in Statistics, May 2008

Masters of Science in Business Analytics, May 2010

Additional Skills

- **Expert in IBM SPSS, Advanced Microsoft Excel, Pivot Tables, Tableau, SAS, SQL**

- Strong analytical and quantitative skills
- Programming (HTML5, C++, Java)
- Data Modelling, Data Mining/Data Warehouse