

# Adrian Curry

Baton Rouge, LA | [Portfolio](#) | [LinkedIn](#) | 601-513-6135 | [adrianlcurry@gmail.com](mailto:adrianlcurry@gmail.com)

Dynamic data analyst with experience analyzing and interpreting data using advanced **Excel**, visualization, and storytelling. Skilled in **SQL**, **Tableau**, understanding the needs of key stakeholders, cross-functional teamwork, and communicating complex insight in a non-technical manner.

## KEY SKILLS

<b>Excel</b>	<b>Python</b>	<b>Active Listening</b>	<b>Self-directed Learning</b>
<b>Tableau</b>	<b>R</b>	<b>Data Storytelling</b>	<b>Data Visualizations</b>
<b>SQL</b>	<b>Azure Data Studio</b>	<b>Critical Thinking</b>	<b>Analytical Reasoning</b>

## HIGHLIGHTED ACCOMPLISHMENTS

- **Billing Analytics:** Developed a scalable **Excel** workbook and dashboard to identify automated invoice processing failures and billing errors. Resulted in a **10% increase in accurate, timely payments** and currently prevents **\$50,000+** in past-due resolutions each month.
  - **Skills used included:** **Data Extraction, Data Cleaning, Data Transformation, Power Query, DAX, M Query, Pivot Tables, Data Visualizations, Advanced Dashboards, VBAs, VLOOKUPs, Nested IF Statements, Slicers, Conditional Formatting, RAND()**
- **Process Improvement:** Extracted, cleaned, and transformed shipping order data in **Excel** to create shipping manifests prior to this feature being available in Shopify. Increased order accuracy, **decreased annual returns by 20%, and reduced internal fulfillment time by 10%.**
- **DataFramed:** Reviewed **20+** episodes of this podcast by **DataCamp** to relay insight from experienced data professionals, improve my business acumen as an analytics professional, and share data literacy resources.
- **LinkedIn Certificate:** Completed LinkedIn's **Become A Data Analyst** learning path, earning a certificate for skills including **SQL, Tableau, Excel, and introductory level Python and R.**

## PROJECTS & CERTIFICATIONS

<b>Excel: Bike Sales Dashboard</b>	<a href="#">View Project</a>	(Nested IFs, Slicers, Pivot Tables/Charts)
<b>SQL: Query Log</b>	<a href="#">View Project</a>	(Self-Taught SQL Commands & Queries)
<b>Tableau: KPI Dashboard</b>	<a href="#">View Project</a>	(Dashboard; Advanced Analysis Objects)
<b>Become A Data Analyst</b>	<a href="#">Certificate</a>	(Data Analytics, Tableau, SQL, Python/R)
<b>Tableau Essential Training</b>	<a href="#">Certificate</a>	(Introductory to Advanced Tableau Skills)
<b>SQL: Data Reporting/Analysis</b>	<a href="#">Certificate</a>	(Introductory to Advanced SQL Skills)

## EXPERIENCE

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### Accounting Clerk II

June 2021 – Present

**Service Corporation International**, *New Orleans, LA*

- Completes daily extraction and audit of 500 or more invoice submissions using **Excel and Power Query**, repairing entries as needed, and reporting major issues to support teams
- Reviews vendor invoice templates and billing entries to resolve automation errors, resulting in an **8% decrease in manual processing within the first 3 months**
- Participated in **UAT Testing** for the integration of the new automated invoice processing system and assisted in training new employees on invoice processing procedures.

### Order Fulfillment Associate

Sept 2020 – Present

**Alter Planning Co.**, *Baton Rouge, LA*

- Collaborates with an entrepreneur to create successful packaging systems, automate customer emails, fulfill an average of 40+ orders a day, and enhance customer satisfaction
- Extracted, cleaned, and transformed order data in **Excel** to create shipping manifests **decreasing annual product returns by 20%** and **decreasing average fulfillment time per product by 10%**
- Creates job aids and procedures, effectively increasing productivity and opportunity for growth.

### Service/General Manager

June 2012 – July 2020

**Chipotle Mexican Grill**, *Baton Rouge, LA*

- Analyzed the KPI dashboard daily and communicated insights to the management team and crew-level team members; **7+ years of managerial, team building, and leadership experience**
- Activity collaborated with supervisors and executive teams to manage a **\$2M+ annual budget**
- Successfully increased the Fall and Summer average daily sales by **40% within the first year of hire**.
- Maintained a **90% or higher customer satisfaction rate** during my entire tenure as General Manager
- Nurtured and heightened the level of leadership and emotional intelligence employed by a **6-person** management team.

## EDUCATION

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BA in Kinesiology, **Louisiana State University**, *Baton Rouge, LA*