Adrian Curry

Baton Rouge, LA | [Portfolio](#) | [LinkedIn](#) | 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

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

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

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

EXPERIENCE

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

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