**Alan Staie**

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**Summary & Education**

Recent graduate of University of Arizona Data Analytics bootcamp. Seeking a position with a prominent and distinguished company to further develop and utilize my experience, skills, and education. Extensive experience working with data and providing accurate reports for critical business decisions and analytics. Educated with a comprehensive understanding of business with an emphasis in accounting and finance. Highly motivated with experience working in diverse work environments and industries with various teams using problem solving abilities and effective communication to produce results.

* **Data Analytics and Visualization Bootcamp Certificate:**
  + University of Arizona, Phoenix, AZ – Graduated 2019
* **Bachelor of Science Business/Accounting:**
  + University of Phoenix, Phoenix, AZ – Graduated 2015

**Work Experience**

**Production Data Coordinator**, Nestle Purina. Flagstaff, AZ 2015-2019

Investigated and correctedinventory issues using numerous data software programs. Reconciled data from all facets of production to maintain accurate inventory levels and to ensure the traceability of materials during production.

* *Member of the Focus Improvement (FI) Pillar committee to ensure control during production.*
* *Helped develop the process to audit bank stoppages and downtime codes to better record machine runtime; then, track trends to improve efficiency*
* *Recommended a new order to daily shift reconciliation process. This reduced the number of Process Orders adjusted after closed, improved communication, and produced more accurate reports for Materials department.*

**Night Auditor,** Days Inn & Suites. Flagstaff, AZ 2010-2015

Resourceful and informedto advise and answer questions about local community for tourists. Interacted with a diversity of guests upon check-in and check-outs to meet customer’s needs and maintain value of hotel during their stay. Verified guest information for accuracy and analyzed transaction reports to perform nightly audit.

**Personal Banker**, National Bank of Arizona. Flagstaff, AZ 2007-2010

Prioritized and managed multiple requests and transactions for both customers and bank

officers. Balanced a cash drawer while interacting with customers to enhance relations and cross-sell bank products. Generated daily, weekly, and monthly reports. Opened bank accounts and banking products in accordance to federal regulations.

**Projects and Relevant Experience**

**Nestle Purina Bad Tag Project**

*Reconciling data over time, one day I noticed a steady rise of ‘bad tags’ reaching the warehouse during production. Using Excel, I was able to record the information and reason for ‘bad tag’. Once determining the top causes, I then used pivot tables to display the results.*

* SAP
* Excel

**Employee Database: SQL**

*Using csv files Departments, Employees, Managers, Salaries, Titles, I built a database using SQL. In addition to creating tables and assigning Primary Keys for each csv file, I developed queries to retrieve relevant data. A visual ERD and Github is available upon request.*

* SQL
* Excel

**NBA Season Projections: Machine Learning**

*Taking charge of our final team project, I helped create goals, develop a plan, and delegate responsibilities. A teammate developed code to run projections using NBA statistics to simulate the 2020 season. Using the 4 key factors in determining an outcome from the projections, I pulled the teams that won a championship within the timeframe and displayed in Tableau the trends of those statistics. Tableau file is available upon request*

* Python – Machine Learning
* Tableau
* Excel

**Skills & Proficiencies**

* Microsoft Office
* Word, Excel, VBA, PowerPoint, Outlook
* Python, Pandas
* SQL, MySQL
* Tableau
* HTML, CSS, JavaScript
* SAP
* Data Collection and Scraping, ETL
* Data Analytics
* Effective Written and Oral Communication
* Multi-tasking
* Detail Oriented
* Creative
* Honest and Reliable