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| AMBER GIZA  Applying for Data Analyst | | |
| 12722 SE 312th St APT #G206, Auburn, WA 98092 | (253)315-4736 | Work Email: giza.amber@student.greenriver.edu Personal Email: supaanimegal@gmail.com |
|  | OBJECTIVE |  |
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| My name is Amber Ptaysanwee Giza, and I am a graduate from studying Business, Marketing and  Entrepreneurship at Green River College. Through my studies there, I pursued a bachelor’s degree, and became eager to contribute developed knowledge in a product  development role. I'm focused and skilled in developing new ideas and multitasking in a  high-stress setting. I'm adaptable and driven with strong work ethic, and I have an ability to thrive in  team-based or individually motivated settings. I do have a disability, in the form of Asperger’s Syndrome. However, that shouldn’t deter you from reading over my resume and accomplishments. | | |
| EDUCATION: — | EXPERIENCE |  |
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| JUNE 2015:  Auburn Mountainview High School, Auburn, WA  High School Diploma   * Most Inspirational Student Award Recipient * Cum laude graduate * Honor Roll - 2nd Semester of 2015 * College Bound Scholarship Recipient * Girl's Tennis Member   DECEMBER 2018:  Green River College, Auburn, WA  Mathematics and Child Education Major  Associate of Math Education   * Major in Math * Minor in English * College Bound Scholarship Recipient * WA Pell Grant Recipient * Improv Club Member (Winter and Spring 2018)   DECEMBER 2019:  Green River College, Auburn, WA  Mathematics and Business  Associate of Arts   * Completed continuing education in Business * Completed coursework in Accounting, Business fundamentals, and Science   MARCH 2022 (Expected):  Green River College, Auburn, WA  Business Administration and Management  Bachelor’s in Marketing and Entrepreneurship:   * Major in Business Operations * Minor in Marketing * Built upon and improved teamwork and team building skills * Built upon management operations skills   December 2023:  Green River College, Auburn, WA  Associates in Data Analytics and Software Development:   * Built upon knowledge for software development and a myriad of programming languages (HTML, CSS, JavaScript, Java, Python, SQL, R, and studied C++ on the side) * Improved on working with datasets and analyzing data * Competed a Data Analytics Capstone project for my Associates in Data Analytics and Software Development | **March 2021 – May 2022**  Merchant • Etsy Shop • Amber’sAssortments123 via Etsy    **September 2021 – May 2022**  Chief Executive Officer • Wix Website • Amber’s Assortments  **March 2022 – May 2022**  Sales Associate • Dollar Tree  **May 2022 – July 2022**  Sales Associate • Rite Aid  **July 2023 – December 2023**  ISSC Office Assistant (Work Study) • Green River College  **Certifications via LinkedIn Learning:**   * Lean Six Sigma: Analyze, Improve and Control Tools - May 2021 * Operational Excellence Work-Out and Kaizen Facilitator - May 2021 * Statistics Foundations: 2 - May 2021 * Excel 2013 Essential Training - Apr 2021 * Excel 2013: Advanced Formulas and Functions - Apr 2021 * Lean Six Sigma: Define and Measure Tools - Apr 2021 * Operational Excellence Foundations - 2021 * Six Sigma Foundations - Apr 2021 * Communicating with Confidence - Dec 2020 * Critical Thinking for Better Judgement and Decision-Making - Dec 2020 * Effective Listening - Dec 2020 * Leading Inclusive Teams - Dec 2020 * Coaching and Developing Employees - Nov 2020 * Creating a Culture of Strategy Execution - Nov 2020 * Leading Without Formal Authority - Nov 2020 * Marketing Your Side Hustle - Nov 2020 * Developing Your Emotional Intelligence Training - Oct 2020 * Leadership Stories: 5-Minute Lessons in Leading People - Oct 2020 * Start a Side Hustle - Oct 2020 * Business-to-Business Sales – Oct 2021 * Negotiating with Agility – Oct 2021 * Negotiation Foundations – Oct 2021 * Sales Foundations – Oct 2021 * Sales Pipeline Management – Oct 2021 * Strategic Negotiation – Oct 2021   **Certifications via Google Coursera:**   * Foundations: Data, Data, Everywhere – April 2023 * Ask Questions to Make Data-Driven Decisions – April 2023   **Experiences and Demonstration of Skills at work:**   * Managed cash drawer and facilitated sales using cash, credit, and gift cards. * Managed cash drawer and facilitated sales using cash, credit, and gift cards. * Strengthened traceability, developing organization systems for contracts, records, reports, and agendas. * Streamlined operational efficiencies by coordinating staff development and succession planning. * Limited financial discrepancies, reviewing and approving billing invoices and expense reports. * Generated reports detailing project information and predictions. * Improved productivity initiatives, managing budgets and accounts, coordinating itinerary and scheduling appointments. * Monitored inventory levels on a daily basis and placed new orders for merchandise to keep supply well-stocked. * Monitored progress by establishing plans, budgets and measuring results. * Formed and sustained strategic relationships with clients. * Identified and solved complex strategy problems to drive organizational goals. * Implemented effective customer service surveys to encourage feedback. * Managed a team of co-workers to develop a fresh and new start-up company * Studied at least 4 years of the Japanese language and culture * Capable of analyzing data within a given population, to segment data to reach potential customers * Capable of utilizing statistical analysis, to seek trends, patterns, and insights, for solving a company’s problem or mission statement * Capable of utilizing data analysis tools like Excel or Minitab, to give an effective summary of the trends in a given area * Has conducted a confidential survey, to find trends on a given population, for our start-up company * Currently learning other types of ERP Software | |
| KEY SKILLS — | COMMUNICATION |  |
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| * Cost analysis and savings * Proficient in Excel and similar programs * Conflict resolution * Multitasking * Sound judgment * Purchasing and planning * Performance improvements * Financial administration * Profit and loss accountability * Effective at product development * Effective time management skills * Effective as a team player/project manager * Follows company rules and policies, effectively * Has amazing sense of humor, when appropriate * Has met deadlines on all of our projects * Has demonstrated excellent attention to detail * Proficiency in SQL | Here are the main websites, profiles, and portfolios that you can view that I utilize for my business and fields of work:  LinkedIn Profile: https://www.linkedin.com/in/amber-giza-520a391b7/  Facebook Page: https://www.facebook.com/SomeAnimeGal/  Repl.it: https://replit.com/@SupaAnimegal  I am also available for communicating via email:  Email: supaanimegal@gmail.com | |
|  | LEADERSHIP |  |
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|  | * Occasionally, I help clean up around my community, by picking up trash and litter. * I am driven to help my community by giving back to those in need | |
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|  | REFERENCES |  |
|  |  |
| Pamela Giza  Relationship: Mother  Phone: (253)709-3294 | | |
| Carol Hazlett  Relationship: Grandmother  Phone: (253)653-6384  Nina Craft  Relationship: Boss from Dollar Tree  Phone: (253)287-2235  David Francis  Relationship: Former Professor  Phone: (206)965-5249  Leander Yazzie  Relationship: Boss  Phone: (253)288-3482 | | |