

# Anna Bronson

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## Summary of Qualifications

Result-oriented individual with strong Business Intelligence and Analytics background. Seeking to utilize hands-on machine learning and data-driven experience as a Data Analyst. Coming with knowledge of SQL, Tableau, Python, Probability, Statistics, Machine Learning, and ability to work in a cross-function team.

## Education

**Washington State University, Everett, WA**

WA Data Analytics Bootcamp

**Feb 2022 - present**

**Edmonds Community College, Lynnwood, WA**

Network Security and Digital Forensics

Web and Cloud Development

**Jan 2015 -June 2017**

## Technical Skills

**Languages:** SQL, Python,

**Database Technologies:** My SQ, SSMS

**Analytics / Visualization Tools:** Tableau, Power BI, MS Excel, Orange, Novicat

**Cloud Technologies:** CitrixCloud, Microsoft Azure

## Professional Experience

- 4+ years' experience as an analyst in business, IT, and financial role
- 8+ years' experience developing reports and creating requirements documents, and process flows
- Experience using SQL, Excel (including Pivot Tables, array functions, Power Pivots, etc)
- Experience building automation for reporting
- Experience working extensively in large scale data bases
- Experience using your understanding of and modeling concepts, and building new data tables, reports
- Experience using analytical, computer, statistical and quantitative problem-solving skills
- Experience using oral and written presentation skills to lead group discussions and explain complex solutions

## **Employment**

Premiera Blue Cross, Mountlake Terrace, WA

**Business Analyst/IT Analyst (2019-present)**

Manage and supports IT Desktop team projects on providing technical support across the company when necessary.

**Key Achievements:**

- Identify unnecessary costs in shipping, saving the company \$865,000 annually.
- Worked across IT department and product business units to build out reports and infrastructure in Excel and SQL and to link and prepare users for multiple data sources.
- Received, cleaned, and prepped data from cleaned using Excel.
- Modify the business reports and documentation to reflect changes to practices and software updates.
- Collaborated with and garnered feedback from operation manager and analysts, and documented user data.
- Provide application support to clients, created application test plans, and conducted weekly reports on the progress of the projects.

Edmonds Community Collage

**Business/IT Analyst (2017-2019)**

Delivered high-quality, end-to-end CAC website management and desktop support to managers, staff, students, and other clients at Edmonds Community College. Responsible for analyzing operations and developing strategies to increase efficiency, and effectiveness, streamline it process and guide implementation of the best solutions.

**Key Achievements:**

- Slashed costs and reduced labor time and paper use by pioneering an innovative database and ensuring the effective tracking of a variety of recurring events for 5K+ students attending college events.
- Automated processing of billions of rows of data from Students Surveys into real-time reporting.
- Minimized technical problems and defects through regular technology updates and system monitoring.
- Assisted with system and support status reporting.

Sellen Construction, Seattle, WA

**Forensic Accountant (2007 – 2014)**

Planned and performed a vast number of detailed audits and presented findings to leadership, including security reviews on internal applications and billing substantiations submitted by subcontractors.

**Key Achievements:**

- Supported the Development Office finance team with revenue and expense forecasting.
- Develop complex reports using Access and Excel to examine auditing reports and save time on payroll auditing.
- Streamlined the audit process through the design of a cheat sheet and advanced Excel forms/formulas.
- Guaranteed up-to-date, accurate records of audit and compliance findings and observations, management responses, response due dates, and corrective actions plans.
- Ensured the timely payment of approved subcontractor invoices by reviewing contracts and compliances.