CA

EXECUTIVE SUMMARY

A result and team-oriented professional with five years of proven work experience, with a record of accomplishments in data analytics, business intelligence, regulatory compliance, system administration and technical process documentation.

TECHNICAL APTITUDES

Technologies:
HTML, CSS, R, XML, Python

Frameworks:
Flask, Django, Bootstrap

Tools:
RStudio, Power BI Desktop, Cognos, QlikSense, SAS, Excel, Jira, ServiceNow, Lucidchart, Visio, Microsoft Suite, SAP Business Objects, SVN

Database: SQL, MS SQL Server

EDUCATION

CompTIA Security+ Certified
- Expires 2025

Bachelor of Science: Computer Science
- Class of 2023

Master of Science: Data Analytics
- Class of 2020

Bachelor of Science: Environmental Science
- Class of 2017

Software Development: Full Stack
- Coding Dojo

ANALYTICAL SKILLS

Operational Risk Management (ORM)
Data Assessment and Optimization
Machine Learning (Regression, Random Forest, Association Analysis, SVM)
Visualization and Presentation
Quality Assurance (QA)

PROFESSIONAL SUMMARY

EDW Operations Analyst
KSQUARED Technology Consulting
09/2022 - Present

- Manages EDW repository and star build model refreshes through the command line crontab, troubleshoots extraction, processing and load issues and develops automation tools for process completion validation utilizing Excel and Python code.

- Collects and analyzes daily and monthly system metrics for stakeholder awareness, through the utilization of internal system processes, root analysis, and SAP BOJ audit reports.

- Manages user environment permissions and access requirements within the SAP BOJ interface, to ensure users can access both the development and production system for report and analytics creation.

- Coordinates with ETL developers and technical architects for migration schedules, system maintenance, server downtimes, technical process documentation, and live, bi-monthly user-focused training sessions.

DVS Operations Analyst
KSQUARED Technology Consulting
01/2022 - 09/2022

- Manages ServiceNow operations on behalf of end-users whom are utilizing DVS services, for the purpose of supporting US Army Corps of Engineers (USACE) ever-improving commitment to operational excellence within agile environments.

- Manages Qlik Sense Management Console (QMC) operations to support the end-user's ability to utilize the Qlik Sense environments for the purpose of application development and consumption.

- Provides both monthly and quarterly instructor led virtual Qlik Sense and Power BI training to USACE end-users (500+ members), which helps familiarize them with the tool interfaces and enhances their ability to utilize and develop dashboards, reports and analytic insights for operational data driven decision-making.

- Creates and maintains technical process documentation and system user guides, which provides guidance for DVS team members and end-users in their efforts to complete various processes and initiatives on a daily basis, ultimately supporting audit readiness.

Lead Management Analyst
AEP Energy
06/2021 - 01/2022

- Managed Dynamics 365 CRM system optimization efforts, develops systematic approaches to locate data inconsistencies, duplicates and methods to retrieve tailored search results to allow for sales teams to make data-driven decisions in outreach and marketing campaigns

- Managed the organizations monthly customer data ingestion process, utilizing MS SQL Server, Customer Insights and D365, which consolidates data from several different utilities and regions into a comprehensive list that provides the sales teams with leads data for potential new lines of business

- Developed the organizations first-ever sales pipeline and coaching feedback Power BI reports and dashboards, which provided transparency into business line forecasting, and highlighted business areas that could be improved through behavioral and technical aptitude adjustments

NERC CIP Compliance Analyst
AEP
11/2020 - 06/2021

- Develops and manages technical process documentation, workflow processes, performance metrics and internal controls, using Cognos and Power BI, that assists regulatory compliance team members, as well as other BU members, accomplish daily tasks that involve analyzing and addressing security vulnerabilities, critical infrastructure protection and asset management.

- Maintains and supports the organizational cyber security program by protecting cyber assets, as it relates to physical access, virtual access, authorization protocols, malicious code prevention measures, as well as asset password validations.

- Analyzed asset security baselines, procedures, processes, and other strategies that effectively protect cyber assets, while ensuring reliable and consistent system operations.

- Understands and addresses software and system vulnerability processes, assists in vulnerability patches through a process lifecycle, and ensures that all relevant software, local account authorizations and protocols, ports and services, network access authorizations and other verification standards are in compliance with enterprise-driven policies.

MS Data Analytics Student
Southern New Hampshire University
12/2018 - 08/2020

- Efficiently contextualizes data, interpret data trends, and supports data-driven decisions, of which are supported by data mining, machine learning and visualization done in RStudio and Power BI.

- Proficient in theory and action regarding concepts which include Software Development Lifecycle (SDLC), Enterprise Data Management (EDM), Database Management, Exploratory Data Analysis (EDA), Decision Methods and Modeling, Data Visualization, Project Management, Process/Workflow mapping, Reporting and Presentation, Data Optimization, Risk Assessment, and Predictive Analytics

Nuclear Projects Analyst
Department of Defense
04/2018 - 03/2019

- Collected and analyzed radiological and environmental data for the purpose of time-series analysis, auditing and to support departmental data-driven decision making processes, while referencing and maintaining operations within regulatory standards established by Naval Nuclear Propulsion Program (NNPP), Naval Reactors Organization (NRO), Environmental Protection Agency (EPA) and the Department of Transportation (DOT)

- Served as technical consultant during requirements configuration, data governance and quality standards development, testing and debugging processes for nuclear system maintenance evolutions, environmental monitoring tasks and public health protection efforts (NAVSEA personal radiation exposure and monitoring regulations)

- Analyzed and interpreted work plans, vessel and worksite specifications, technical work documents and procedures pertaining to an agile/waterfall methodology workflow

- Prepared and presented conclusive reports, project results and dashboards to managerial members and colleagues alike, using Power BI, while also initiating innovative approaches to improve business processes and project procedures

Lab Instructor
MAD Science LLC
09/2017 - 01/2018

- Educated students in chemistry-based concepts, proper utilization of various forms of personal protective equipment (PPE), laboratory safety procedures and approved methods for both the handling and disposal of chemical compounds

- Instituted mentor programs between team members to increase productivity and to encourage a 'paired-programming' atmosphere

Operations Manager
United States Navy
02/2012 - 02/2017

- Provided oversight during installation risk assessments and counter-surveillance and security operations onboard a 13,500-acre Naval Installation under the Commander, Navy Installations Command (CNIC), which consisted of 600+ civilian and military members, 947 buildings, 13.5 miles of shoreline and 38 miles of perimeter fencing

- Evaluated personnel training cycles, asset management protocols and relevant operational procedures in relation to inventory control and management in material sectors, totaling ~$5 million worth of technical equipment, with zero discrepancies throughout several audit cycles

- Reviewed and enforced Uniform Code of Military Justice (UCMJ) regulations applicable to both active duty members and DoD contractors aboard the installation by adhering to the appropriately established Standard Operating Procedures (SOPs), instituted by the Commander, Navy Installations Command (CNIC), resulting in zero member casualties and zero violations leading to court martial decisions

- Trained and evaluated technical knowledge (security posture enforcement procedures, UCMJ regulation adherence, Installation SOPs, departmental SOPs, safety protocols) of 70 employees in pursuit of advancing qualifications, resulting in 100% advancement