

## SUMMARY

Entry-Level data analytics professional; recently completed the Google Data Analytics Professional Certificate. Excellent understanding and proficiency of platforms for effective data analysis, including SQL, Excel, Tableau, Python and R. Strong communication, organization, and analytical skills.

## KEY SKILLS

- Data Gathering and Extraction
- Data Processing Cycle Management
- Data Migration
- Pattern Recognition
- Survey Program Management
- Data Cleaning
- Strong Data Visualization
- Anomaly Detection

## TECHNICAL SKILLS

- **Software/Analytics:** Tableau, Microsoft Excel, Pandas, Google Spreadsheet, Pivot Tables, Word Processing Software
- **Programming Language:** SQL, Python, R, Big Query

## EDUCATION

### GOOGLE/DATA ANALYTICS PROFESSIONAL CERTIFICATE (Online)

May `22 – Oct`22

Completed extensive six months job-ready Google Career Certificate Training. Demonstrated hands-on experience with data cleaning, data visualization, project management, interpreting and communicating data analytics findings. Confidence in transferring data into actionable and clear insights. Fluency in computer programming languages and solid understanding of databases.

## PROFESSIONAL EXPERIENCE

### Junior Data Analyst

Sep`21 – Present

#### Improving

Houston, Tx

*A technology management and consulting firm, founded in 2004 with 10000+ Employees*

#### Data Gathering and Analysis

- Performing data collection and analysis via Tableau to procure data from database structures for providing solutions to clients.

#### Survey Program Management

- Collecting and analyzing survey data to ensure survey programming accuracy and investigative anomalies.

#### Data Processing

- Maintaining current reporting dashboards, and planning tools to reduce data processing time by 80%.

## CERTIFICATION

Google Certified Data Analytics Professional | Coursera | 2022

## PORTFOLIO PROJECTS

[www.chrismyles.github.io/portwebsite/](https://www.chrismyles.github.io/portwebsite/)