Dawsen Harkins

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SKILLS

Programming Languages:	Python (Pandas, MatPlotLib, Seaborn)
BI & Visualization Tools:	Tableau, MS Excel, Cognos (Pivot Table, VLOOKUP, Conditional Formatting)

PROJECTS

Movie Rating Analysis   June 2024
- Created 3 visualizations with **Python** to effectively communicate insights and findings from the data analysis.
- Utilized Python libraries such as Pandas, Matplotlib, and Seaborn for data manipulation, analysis, and visualization.
- Checked for missing values to ensure data is ready for analysis.
- Documented the entire analysis process in a Notebook for transparency and reproducibility.

Car Recall/Sales Analysis   June 2024
- Created a dashboard using **Cognos,** resulting in 6 visualizations of sales and recall trends.
- Conducted in-depth analysis of vehicle recalls, identifying the most common recalls and categorizing them by model.
- Analyzed sales performance by dealer and time of year to identify seasonal trends and high-performing dealerships.
- Enhanced decision-making processes by delivering data-driven insights and identifying key areas for improvement.

Car Sales Analysis   May 2024
- Created a dashboard using **Excel,** resulting in 4 visualizations of sales trends.
- Utilized Pivot Tables to summarize and analyze dataset.
- Analyzed sales data to identify seasonal trends and high-performing dealerships.
- Performed data cleaning tasks, including removing duplicates, reformatting dates, and clearing white spaces to ensure data accuracy and consistency.

WORK EXPERIENCE

H-E-B   College Station, TX
Business Center Lead   January 2023 - Present
- Manage a team of 10+ Bookkeepers and Business Center Representatives.
- Support achievement of departmental financial goals by monitoring department budget and payroll.
- Led department meetings to communicate system and process changes to the team with direct and thorough discussion.
- Train partners on money-related compliance and procedures.

H-E-B   College Station, TX
Bookkeeper/Business Center Rep   June 2021 - January 2023
- Analyzed financial data to identify trends and potential areas for improvement or cost savings opportunities.
- Utilize Excel and database systems to keep data accurate and up to date.
- Maintained store financial records and tracked its donations, cash, and expenses.
- Research and resolve store accounting variances.
- Conceptualized and implemented changes in the bookkeeping process that saved approximately 90 hours of labor per quarter.

EDUCATION

Texas A&M University - Corpus Christi   May 2024
Bachelor of Business Administration
Relevant Coursework: Data Analysis, Statistics, Financial and Managerial Accounting, Information Systems, Financial Management, Computer Applications in Business, Business Calculus, Business Strategy, Business Communications.

CERTIFICATIONS

IBM	**LinkedIn**
Data Visualization and Dashboards with Excel and Cognos	Excel Essential Training
Excel Basics for Data Analytics	QuickBooks Essential Training
Introduction to Data Analytics	