

# DIEGO AMORSOLO S. MANALO

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## Education

Ateneo De Manila University

2023-2027

3 BS Management Information Systems, Specialization in Data Science and Analytics

## Experience

OneLot Financing Corporation

Sept - Dec 2025

Business Intelligence Intern

- Engineered automated ETL pipelines using SQL, integrating 8+ data sources (ex. loan-level, payments-level, vehicle-level, dealer-level, etc.), eliminating manual Excel, Slack & HubSpot based workflows and reducing data retrieval time from 2-3 hours to real-time access
- Performed exploratory data analysis and statistical modeling on large datasets, delivering actionable insights through weekly presentations to C-suite executives that informed strategic decisions across Sales, Credit, and Operations
- Designed and deployed 10+ interactive dashboards in Metabase tracking KPIs and business metrics, serving 25-30 stakeholders across Sales, Credit, and Product teams to enable self-service analytics and data-driven decision-making
- Provided technical support for Metabase users, resolving ~3 support tickets per week, troubleshooting incorrect data calculations or quality issues and dashboard adjustments with <24-hour turnaround time, ensuring 99%+ uptime for critical business dashboards and queries

Discovery Capital Finance Corporation

Jun - July 2025

Business Analyst

- Conducted 10+ stakeholder interviews across Business Development, IT, and HR over a 2-month requirements gathering phase, eliciting and documenting 30+ functional and non-functional requirements, an Entity-Relationship Diagram, and a use case diagram with 18+ descriptions for system development
- Mapped and analyzed 9 business processes through Physical and Logical Data Flow Diagrams, identifying key bottlenecks and proposing automation solutions that reduced manual tasks from 3 disparate processes to a unified automated system
- Delivered technical presentation to C-level stakeholders, translating complex system requirements into actionable insights that secured project approval for a company-wide portal serving all employees across the organization

## Activities

Ateneo Management Information Systems Association (Ateneo MISA)

Associate Secretary General (ASG) for Events

2025

- Trained 14 Operations Managers through weekly standups, developing their skills in logistics management and documentation, enabling smooth execution of 10+ organizational events with collectively 200+ core team members

Operations Manager for the Leadership Development Bootcamp (LDB) & Year End Party (YEP)

2024 - 2025

- Managed end-to-end project operations and coordinated a 40-person core team over a 4-month planning cycle, successfully executing a 60-pax on-campus bootcamp and 100-pax off-campus year-end event
- Delivered comprehensive project documentation (minutes, attendance tracking, contracts) and achieved 4.9/5.0 satisfaction rating for LDB and 4.76/5.0 for YEP based on participant evaluations

OSG Officer for the Office of the Executive Treasurer (OET)

2024 - 2025

- Documented 30+ meetings and produced deliverables (minutes, attendance records, semestral reports) with consistent accuracy, being awarded "OSG Officer of the Year" (top 1 out of 12 officers) during the 2025 MISA Year-End Party, recognized for documentation quality, turnaround time, and 100% meeting attendance

## Certifications

IBM

2025

Data Analyst Professional Certificate

- Coursera Course, accomplished on Nov 2025
- Excel, Python (Pandas, Numpy, Matplotlib), Looker, Cognos Analytics, SQL, Data Analysis, Data Collection, Data Cleaning, Data Manipulation, Data Visualization

## Skills

Languages: SQL, Python, HTML, CSS, JavaScript, TypeScript

Frameworks: Pandas, NumPy, Scikit-Learn, SQLAlchemy, Matplotlib, Seaborn, BeautifulSoup, Selenium, Django, Next.js, React

Tools: Microsoft Office, Power BI, Tableau, Looker Studio, Cognos Analytics, Metabase, Databricks, Lucidchart, Notion, Slack