

Peter Mitchell

petermittellofficial@gmail.com

Port of Spain,
Trinidad
1 (868) 354-4544

PROFESSIONAL SUMMARY

Hardworking and passionate university graduate, eager to learn, develop skills, and become an indispensable part of the team. Brings experience in data analysis, cloud computing, database management, and financial record-keeping. Demonstrated ability to produce research-driven reports, streamline processes, and deliver accurate data insights. Adept at working in fast-paced environments and contributing to cross-functional teams.

SKILLS

Python
C++
HTML/ JavaScript
Excel
FEDM/FAME
Data Analysis
Database Management
Project Management
Microsoft 365

EXPERIENCE

Central Bank of Trinidad and Tobago - Statistics Department (BOP Unit)
Intern | Jun 2024 - August 2024

- Analysed direct investment liabilities in Tobago and produced a comprehensive report on technological solutions for data collection and analysis.
- Investigated carbon footprint and data collection methodologies of global banks to support sustainability research.
- Managed and validated datasets using Excel and FEDM/FAME, ensuring high data accuracy and integrity.

Norman Gabriel Limited Insurance Brokers
Finance Assistant (Intern) | Dec 2022 - Jan 2023

- Completed monthly bank reconciliations, ensuring financial records were 100% accurate.
- Organised and maintained over two months' worth of corporate records/files, improving retrieval efficiency.

EDUCATION

The University of the West Indies, St. Augustine - B.Sc. Information Technology (Special)
Sept 2021 - Aug 2025

UWI Open Campus, St. Augustine - Sept 2018 - 2020

Fatima College - 2013 - 2018