

# Kalee Li

Data Analyst | Process Optimization & Solutions Analyst | Data Engineering

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## Professional Summary

I am a detail-oriented Data Analyst with a strong foundation in data processing, business analytics, and system-focused solution development. I specialize in transforming raw data into actionable insights, optimizing workflows, and supporting decision-making through automation and visualization. With practical experience in using Python, R, SQL, JavaScript, and Tableau, I deliver scalable, data-driven solutions that enhance efficiency and support informed business decisions.

## Technical Skills

- Excel / Google Sheets: Advanced Formulas (IF, INDEX-MATCH, FILTER), VLOOKUP, ArrayFormulas, Pivot Tables, Conditional Formatting, VBA & Macros
- Power BI: DAX, Power Query, Data Modeling, Dashboard Design
- Tableau: Interactive Dashboards, Calculated Fields, Data Blending
- Python: Pandas, NumPy, Matplotlib, Seaborn, BeautifulSoup, Selenium, asyncpraw (API / Web Scraping), spaCy (basic NLP)
- R: ggplot2, tidyverse (dplyr, tidyr)
- JavaScript: DOM Manipulation, API Integration, Google Apps Script
- SQL: Joins, CTEs, Aggregations, Stored Procedures, MySQL, SQLite, BigQuery
- NoSQL Databases: MongoDB, Mongoose, Firebase
- Data Engineering: ETL, Data Pipelines, Data Transformation, Web Scraping, API Development
- Data Analysis & Mining: Clustering, Trend Analysis, Classification, Text Mining
- Design & Documentation Tools: PowerPoint / Google Slides, Figma, LucidChart, Genially
- Project Management: SDLC, Agile (Scrum), Waterfall

## Professional Experience

Data Research Analyst | Data Solution and Process Automation Engineer

Oct 2024 - Present

Cooledtured Collection | Remote

- Developed and implemented automated data processing pipelines and research tools, increasing data accuracy and reducing manual workload by 40%.

Cantonese VRI Medical Interpreter

AMN Health Care/Stratus Video

01/2022 - Present

LanguageLine Solutions

01/2020 - 01/2022

- Utilized advanced language access platforms to interpret complex medical information in real-time, supporting accurate communication and data documentation across telehealth systems.

Customer Specialist & Data Entry

New Wave Nail Supply Manufacturer

04/2019 - 9/2021

- Managed high-volume customer data and order processing, applying data validation techniques to improve accuracy and support inventory and sales reporting systems.

## Projects - <https://kalee914.github.io/#projects>

- Competition Analysis: Conducted in-depth competitor research to identify key strategies, providing actionable insights to enhance consumer engagement and brand presence.
- Social Media Content Analysis: Evaluated Instagram content performance to uncover patterns in audience interaction, leading to data-driven recommendations for improving engagement.
- Data Team Optimization Strategy: Developed standardized deliverable guidelines and implemented tailored training resources, enhancing team productivity and ensuring project consistency.
- Bottleneck Analysis & Solution Implementation: Identified process inefficiencies within the content creation team and implemented workflow improvements to reduce delays and increase operational efficiency.
- Automated Content ELT Pipeline: Built and deployed an automated ETL pipeline to streamline data extraction, transformation, and loading, improving data accessibility for analysis.
- Forms Tracker Project: Designed and developed a centralized tracking system for monitoring form submissions, ensuring accurate reporting and streamlined data management.

- Recruitment Flow Automation: Developed a hybrid automation module to optimize recruitment workflows, increasing operational efficiency while maintaining flexibility.

### Management Experience

Lead Preschool Teacher

Little Earth Shepherds Preschool

01/2015 – 06 /2018

- Directed daily classroom activities and managed lesson planning; collected and tracked student progress data to support individualized learning and optimize curriculum effectiveness.

Third-party claim analyst

TNS Collision Center

05/2010 – 05/2012

- Analyzed insurance claims and cross-referenced repair estimates with policy data, contributing to faster claim resolutions and improved data integrity across systems.

Salon Manager

Top Top Empress

01/2000 – 07/2008

- Led daily operations and implemented scheduling and inventory tracking systems, enhancing efficiency and enabling data-driven decision-making for staffing and product orders.

### Soft Skills

Active Listening | Critical & Analytical Thinking | Problem Solving | Collaboration | Communication | Creativity | Decision-Making | Leadership | Teamwork | Time Management

### Education

Southern New Hampshire University

April 2025

Bachelor of Science in Computer Science

### Coursera Certificates

Google Data Analytics Professional Certificate

Oct 2024

Google UX Design

Jan 2025

IBM Data Engineering

(In Progress)

Microsoft Power BI and Power Platform for Productivity

(In Progress)