Kyle Reep

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WORK EXPERIENCE

Texas Workforce Management   Tucson, AZ
Senior WFM Coordinator   2023 – Present
- Used data data-driven-decision-making by rigorously recording and organizing scheduling, hiring, and term related information into spreadsheets.
- Analyzed advanced datasets to identify specific requirements for scheduling tasks, such as organizing training classes for new hires, pulling ad hoc reports, and compiling KPIs for call traffic broadcasting
- Implemented data-driven decisions and AI based workflows to enhance the productivity and efficiency of work.

Arizona Mortgage Assistance Program/ AZDES   Tucson, AZ
IT Coordinator   2022 – 2023
- Utilized live and archived datasets to craft dynamic dashboards, providing key stakeholders with up-to-the-minute insights
- Used technical skills to implement data-driven-decisions, resulting in a remarkable 12.6% increase in live recorded ADH.
- Presented the live dashboard to the contract manager, showcasing critical performance metrics. This presentation not only demonstrated a proactive approach to data analysis but also enabled the identification and elimination of inefficiencies, ultimately improving overall company performance.

BABCO INTERNATIONAL   Tucson, AZ
Data Entry Specialist   2022
- Applied expertise in analyzing historical and current databases to set optimal prices for military goods and services.
- Demonstrated advanced technical skills, particularly in Excel, by consistently completing and presenting assignments in half the allocated time.
- Introduced new data tools and techniques to streamline the Data analysis and entry process, increasing accuracy significantly

EDUCATION

Coursera University   Remote
Bachelors - Computer Science   Mar 2022
Cumulative GPA: 4.0
Relevant Coursework: SQL, R Programming, Tableau, Excel, Google sheets, Python.

CAREER PROJECTS

Case Study: Increasing Bike Subscribers   Jan 2022
- Meticulously cleaned and analyzed data from a collective online source, transforming raw information into valuable insights.
- Authored a comprehensive and well-formatted guide using R, Sheets, and other tools, providing a roadmap for extracting meaningful insights from the analyzed data.
- Created compelling visualizations using Tableau and ggplot2, effectively communicating the significance of the analyzed data.
- Identified inefficiencies in bike placement and costs, orchestrating a strategic repositioning of public bike rental stations. This initiative significantly enhanced the usability of the bike network without compromising on cost-effectiveness.
- Crafted a sophisticated and comprehensible PowerPoint presentation enriched with Tableau data visualizations. Effectively communicated complex findings to stakeholders, providing them with actionable insights that informed strategic decisions.

ADDITIONAL

Technical Skills: Proficient in SQL and NoSQL, Microsoft Office 365, Excel and sheets for seamless data manipulation. Commanding proficiency in R, Java, JavaScript, and python, using their usefulness to construct meaningful insights. Crafting data narratives through visualizations. Demonstrated business oriented thinking and data driven decision making skills.
Languages: English, Intermediate Spanish and Italian both written and spoken
Certifications & Training: Google Data Analytics Certification, AZ CTE Software Development (Java)
Awards: Gold diploma from High School, Student of the Year (High School), Graduate with Honors (3rd placement in class)