



Kyler Robertson


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Hello,

Thank you for taking the time to read this.

Currently, I have been working with East Kootenay Community Credit Union for almost 3 years. At this point in time I am looking to transition to a data or business analyst type role within the credit union.

With my existing in-depth knowledge of processes in our specific credit union, and analysis specific skills I have been acquiring in preparation for this new position, I believe I am a strong candidate to help establish and grow this role to be beneficial for the credit union.



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Qualifications & Certificates

- Advanced Excel, SQL, PowerBI, Tableau, Python, R, Lodestar, DNA, Prolender, Springboard

Google Data Analytics Certificate – Coursea

2022

- SQL, R, Tableau, Big Query, Data Cleaning, Data Ethics
- Capstone project cleaning and analyzing over 3 million data points

Data Analysts Toolbox – Udemy

2022

- Advanced Excel (Pivot Tables, Power Query, Power Pivot, and DAX), Power BI, Python

Work History

Financial Service Representative East Kootenay Community Credit Union

Feb 2020 – Current

- Produced several million in mortgage and loan growth each year
- Cleaned and filtered Excel member list for targeted marketing campaign
- Processed personal lending applications according to underwriting policies
- Dealt with various lending types (Conventional and construction mortgages; vehicle, RRSP and unsecured loans)
- Experienced in account opening, investments, registered plans, teller work, cash handling, and estates
- Assisted members in choosing financial products to suit their unique needs

Financial Service Representative EasyFinancial Services Ltd

May 2018 – Current

- Qualified customers for unsecured personal loans and explained loan contracts in detail for them to sign.
- Developed marketing strategies and implemented them through calls, email, texts, and dropping off flyers.
- Was ranked #1 in Jan & Sept for my position Canada wide (#6 February & top ten in several other months).

Falcon Force Ecommerce

Self Employed

Sept 2016 – May 2018

Maintenance Assistant

Canadian Forest Products Ltd

Dec 2010 – Sept 2016

Education – All done through the College of the Rockies

Bachelor of Business Administration in Sustainable Business Practices

2016

- Courses included Business Management, Business Ethics, Business Law, Economics, Statistics, Marketing, and Sales.
- Studied abroad in Santo Domingo, Dominican Republic, winter of 2015.

Diploma in Marketing and General Management

2015/2014

Awards and Other Experiences

- Governor General's Academic Bronze Medal - Highest overall average upon graduation (9.1 GPA).
- 2nd Place at the 2014 Western Canadian Business Competition at Okanagan College, Kelowna.