

Maureese Williams
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Professional Experience

Vanguard: Data Analyst January 2020 – August 2020

- Designed interactive reports and dashboards using Tableau Server
- Identified process issues, and improved valuable key controls for greater data integrity in data ingestion and manipulation using VBA, SQL and Python
- Automated daily/weekly reports resulting in higher team productivity and reduction in data compromise using VBA
- Redesigned and developed critical data ingestion methods to perform automated data cleaning, merging and analysis
- Performed data migration efforts with CRM system transition
- Automated ETL processes, making it easier to wrangle data and reducing manual data manipulation using VBA and Python

Blackrock Inc: Asset Analyst (Contract) July 2019 – December 2019 (contract)

- Optimized data collection procedures and generated reports on a weekly, monthly basis
- Automated reports allowing for higher team productivity and reduction in data compromise using VBA and Python
- Developed, updated and managed complex SQL queries
- Identified process issues, and improved valuable key controls for greater data integrity using VBA, SQL and Python
- Automated ETL processes, making it easier to wrangle data and reducing manual data manipulation using VBA and Python

Comcast: Data Analyst (Contract) February 2019 – May 2019

- Prepared daily, weekly and monthly financial reports. Presented metrics to management on an ongoing basis
- Researched variance/discrepancies to budget and forecast through detailed operational and financial metrics and reported results
- Automated financial reports using a combination of VB and SQL for ease of use, error reduction, and efficiency
- Developed predictive models to advise deployment team in regard to network traffic expectations using MYSQL and Python

New Penn Financial: Capital Markets Associate March 2018 – February 2019

- Reduced company expenses/risk exposure by managing and reporting on warehouse lines daily
- Collected, analyzed, and managed quantitative data and created meaningful reports to lead business decisions
- Utilized MS SQL, Excel, Tableau, and other dashboard/visualization toolsets for data intelligence and analysis
- Confirmed and reconciled trades/transactions; investigated discrepancies for correction and process improvements

Bank of New York Mellon: Asset Services Associate (Contract) September 2017 to March 2018

- Managed and updated client's records through; CRM software and proper fund specific procedural forms
- Performed live market trades on client's behalf
- Processed financial transactions on a daily basis through CRM and (FSR) Full Service Retail software
- Provided transaction history information for tax purposes, including capital gains as well as dividend payout Statements

United Services Energy: Technical Consultant (Part-Time) June 2017 – July 2019

- Developed predictive models for energy generation costs as well as energy consumption prices
- Improved on designs to web applications using HTML, CSS, Python, Django framework and Heroku PaaS
- Implemented discretization and binning, data wrangling: cleaning, transforming, merging and reshaping data frames
- Back end web development, deployment and request handling with Django and Python deployed on a Linux server
- Automated ETL processes, making it easier to wrangle data and reducing manual data manipulation

Education

Indiana University of Pennsylvania, Eberly College of Business and Information Technology

Bachelor of Science: Finance, with a minor in Economics 2017

Certifications

Piereian Data Intl. - Python for Data Science and Machine Learning - July 2018

Piereian Data Intl. - Python and Django Fullstack Web Developer Bootcamp – August 2019

IBM - Databases and SQL for Data Science - August 2019

Volunteer Experience

Conversation Partners Aug 2013 – Dec 2013

English tutoring for international students, as well as cultural education

Skills

Microsoft Office Suite: Advanced • Visual Basic: Advanced • Financial reporting • SQL/MySQL: Advanced • HTML • CSS • XML •
Front-end/Back-end web development/deployment • Python • Effective Communication • Data Reconciliation • JavaScript •
Django • Databases • AWS • Data visualization • Git • Tableau • Data interpretation • Reporting • Process Automation •
Xcode/Swift • AWS EC2 • Hadoop • Spark • Cloud Database • ETL