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Jane Smith



Mid-Level Data Analyst

Seeking a challenging mid-level data analyst position that allows me to apply my skills in data analysis, reporting, and project management to help drive organizational growth and success.

EXECUTIVE SUMMARY

Accomplished data analyst with 5+ years of experience in data analysis, reporting, and project management. Proficient in programming languages such as Python and R, with extensive experience in database management systems like SQL. Skilled in data visualization and reporting tools such as Tableau and Power BI. Excellent communication and leadership skills with a track record of successful project

EDUCATION

Master of Science in Data Analytics, XYZ University, Anytown USA

Graduated May 2015

Bachelor of Science in Computer Science, ABC College, Anytown USA

Graduated May 2013

SKILLS

- Advanced proficiency in Python, R, and SQL
- Experience with data visualization and reporting tools such as Tableau and Power BI
- Strong analytical and problem-solving skills
- Excellent communication and leadership skills
- Experience in project management and team collaboration

WORK EXPERIENCE

June
2019 -

Senior Data Analyst, DEF Company, Anytown USA

- Analyze and interpret large datasets to identify trends and insights that drive business decisions
- Develop dashboards and reports using Tableau and Power BI to provide insights and recommendations to stakeholders
- Collaborate with cross-functional teams to ensure data accuracy and completeness
- Lead and manage projects related to data analysis and reporting, ensuring timely and accurate delivery of results
- Mentor junior analysts and provide guidance on best practices for data analysis and reporting

01/2014 -
02/2016

Data Analyst, GHI Corporation, Anytown USA

- Conducted data analysis and reporting to support various business units
- Developed automated processes to streamline data analysis and reporting tasks
- Managed data quality and data governance processes, ensuring data accuracy and completeness
- Collaborated with cross-functional teams to develop and implement data-driven solutions to business challenges

CERTIFICATIONS AND PROFESSIONAL DEVELOPMENT

- Tableau Desktop Certified Professional
- DataCamp Data Analyst Certification

REFERENCES

Available upon request