Michael James

Senior Data Analyst

Personal Information

mjames1616@gmail.com

973-452-4445

Linkedin

Education

The College of William & Mary

Bachelor of Science in Computationally Applied Mathematics and Statistics, Mathematical Biology

Software

- R, RStudio
- RShiny
- Python
- SQL, SQLite
- HTML
- Google Colab and Jupyter
- Tableau, Tableau Server
- PowerApps, PowerAutomate
- Adobe Illustrator
- ArcGIS Desktop, ArcGIS Online
- Microsoft Office Suite + **Excel**
- Matlab
- FileMaker
- Powerbi

Core Competencies

- Data Mining & Analytics
- Data Visualization
- Optimization Modeling
- Data Management and Pipeline Development
- Process Automation
- Process Improvement
- Team Management
- Client Management

PROFESSIONAL EXPERIENCE

GUIDEHOUSE (Legacy Grant Thornton)

Senior Data Analyst & Deputy Program Manager: National Security and Defense Segment, Digital Analytics, (10/2022 – Present)

Deputy Program Manager *(11/01/2022 - Present)*
Lead team of 4 in developing a robust data analytics and visualization workstream in a fast paced data rich environment.

- Oversee the comprehensive implementation, management, and success of the project team, ensuring the successful delivery of all project deliverables.
- Collaborate with Senior Executive Leadership to execute strategic planning, process improvement, program management, and process automation-related roadmapping.
- Play a pivotal role in developing office-wide communications, focusing on enhancing analytics and data management initiatives.
- Lead quality assessments on all project deliveries from junior staff, ensuring adherence to high standards.
- Conduct regular meetings with staff to gather requirements, develop project plans, and establish effective communication pathways, fostering robust relationships for optimal client delivery.
- Actively mentor both technical and non-technical junior staff members, providing guidance and fostering professional development.

Senior Data Analyst *(11/01/2022 - Present)*

- Spearhead the development of a data environment and analytical capabilities ensuring robust and efficient data management.
- Elevate analytics by automating and refining processes, successfully transitioning clients from Excel-generated reports to automated reports in R and Tableau. Reduced critical report development and delivery time from 4 days to 2 hours.
- Design and implement multiple Apps and web-based solutions, resulting in an exceptional reduction of office workload by more than 200%.
- Utilize PowerApps and PowerAutomate to create a streamlined data intake form, automating data intake processes, improving data quality measures, and enabling the team to generate automated scheduled reports.
- Develop and maintain multiple Tableau dashboards, providing stakeholders with real-time and on-demand data visualizations. This initiative significantly reduced the need for manual reports.
- Conducted 10+ targeted training sessions for stakeholders, offering expertise in off-the-shelf software solutions, internally developed apps, and data visualization dashboards.
- Generate data-driven insights for both recurring and ad-hoc reports and analyses.
- Investigate correlational relationships between disparate data points to identify biases in workforce and DEIA-related data.

GRANT THORNTON LLC.

Data Analytics Senior Associate - Digital Transformation and Management (8/2022 - 10/2022)
Advisory Associate - Digital Transformation and Management, Public Sector (8/2020 - 8/2022)

Served as lead data analyst implementing, enhancing, and maintaining systems and models. Reported statistical and analytical insights to executives for effective strategic positioning in high impact areas. Processed and analyzed large complex datasets leveraging R, R Studio, Python, Excel, Tableau, Tableau Server, ArcGIS Pro, and ArcGIS Web.

- Lead analyst for the development, implementation, and maintenance of a statistical, data-driven Workload Staffing Optimization Model used to inform on ideal staffing allocations and predict staffing requirements across more than 30 offices and more than 20,000 staff
- Collaborated with stakeholders to facilitate, implement, maintain, modify, and operate models and tools.
- Enabled a comprehensive review of current organizational overhead, leading to optimal resource allocation and allotment.
- Utilized Tableau, R, and Python to develop predictive models utilizing Linear Regression, and Monte-Carlo Simulations, and z-score normalization
- Developed an interactive Resource Allocation Prioritization Model to optimize staffing allocations leveraging statistical techniques such as normalization and weighted metrics across over thirty offices and fifty staff types used directly in staffing high criticality locals with optimal enforcement agents for maximum impact and safety
- Performed multiple full spectrum data quality assessments and developed fixes improving data quality by > 20%

- Created interactive arcGIS maps detailing locations, summary statistics, and critical performance metrics for several hundred offices across the globe
- Presented complex analytical processes and outputs in a digestible format to high level stakeholders for congressional approval
- Provided data driven budget justification reports frequently used to inform high level leadership staff for high impact decision making
- Responsible for responding to Ad-Hoc requests with variable turn around times and scope

PIONYR IMMUNOTHERAPEUTICS

Biostatistician (6/2019 - 1/2020)

- Designed and launched an interactive data visualization app using R and R Shiny, providing scientists and researchers with a dynamic tool for visualizing the genealogy of cancer research within tumor micro-environments.
- Developed a company-wide relational database, significantly improving data storage efficiency and accessibility.
- Conducted the end-to-end process of importing, cleaning, analyzing, and presenting over ten unique datasets, ensuring data accuracy and reliability.
- Led market research initiatives to identify target populations, offering critical insights for assessing the viability of treatments.