

# Michael COLLINS

AI Data Operations Analyst

## Job Profile

AI Data Operations Analyst with 2+ years of experience supporting AI/ML initiatives through data workflow optimization, quality assurance, and cross-functional collaboration. Proficient in SQL, Python, root cause analysis, and automation to streamline data operations and deliver scalable solutions for ML research and engineering teams. Utilized technical expertise to improve data accuracy by 25% and operational efficiency by 30%

## Work Experience

### AI DATA OPERATIONS ANALYST - Global Logic

Austin, TX

November 2022 - Present

- Developed Python scripts to automate data validation workflows, reducing manual errors by 25% and accelerating dataset generation for AI/ML research
- Investigated and resolved 96% of recurring data discrepancies, presenting actionable insights to leadership to align with team's AI/ML project goals
- Streamlined data entry processes using Python, improving operational efficiency by 30% and shortening product delivery timelines for ML teams
- Partnered with Trust & Safety teams to ensure compliance with data governance policies and alignment with project objectives for 10+ AI/ML programs
- Interpreted feedback from ML engineers and researchers to prioritize data labeling, localization, and collection tasks, ensuring 95% on-time project delivery

### LEASING MANAGER - Greystar Property Management

Austin, TX

January 2021 - September 2022

- Managed leasing operations for two properties, overseeing two dedicated leasing teams through a full management transition
- Integrated automated reminders into the CRM platform for follow-ups on prospective applications; this initiative improved response rates from leads by over 40%, contributing directly to higher occupancy levels at both properties
- Utilized Excel and CRM systems to analyze market trends and feedback to maximize KPIs, boosting customer satisfaction and prompting a 6% increase in occupancy rates

## Skills

Data Analysis: Excel, Sheets

Data Visualization: Tableau, Power BI, Looker

Data Language: SQL, Python

Soft Skills: Cross-functional

Collaboration, Stakeholder

Communication, Strategic


Alignment, Data Quality


Assurance, Workflow


Automation, Root Cause


Analysis, Compliance

## Contact

 832-692-2943


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 [www.github.com/Mikewayne92](https://www.github.com/Mikewayne92)

 [www.kaggle.com/kassidysdad](https://www.kaggle.com/kassidysdad)

## Portfolio

 [www.mikewaynepro.com](https://www.mikewaynepro.com)

## Certifications

Coursera - November 2022

Google Data Analytics

Professional

[\[LINK\]](#)

## Education

**B.S. MULTIMEDIA & INFORMATION TECHNOLOGY**

University of Mary

Hardin-Baylor

Belton, TX

2015 - 2018