

# Michael COLLINS

AI Data Operations Analyst

## Job Profile

AI Data Operations Analyst with over 2 years of experience in managing and analyzing complex datasets. Proficient in SQL, Python, and data visualization tools like Tableau and Power BI. Demonstrated expertise in ETL processes, data modeling, and ensuring data quality across various projects.

## 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

### LEASING AGENT - Weller Management

Austin, TX

March 2020 - January 2021

- Utilized CRM database to maintain high KPIs, leading to increased traffic and property occupancy rates.
- Implemented and executed a strategic plan of action resulting in an 80% reduction in property work orders.

## Skills

Technical Skill: SQL, Python, ETL processes, data modeling, data visualization, dashboard development, Data Compute

Analytical Skill: Data analysis, data cleaning, predictive analysis, business intelligence, data governance

Tools & platform: Power BI, BigQuery, GitHub

## Contact

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

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

## Portfolio

<https://mikewayne92.github.io/mike-wayne-portfolio-2.0>

## Certifications

Coursera - November 2022

**Google Data Analytics Professional**

[[LINK](#)]

## Education

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

University of Mary Hardin-Baylor  
Belton, TX

2015 - 2018