CHRISTINA HMUN

DATA ANALYST

PERSONAL PROFILE

Motivated, detail oriented, and teamwork-oriented Data Enthusiast with over 7 years of experience in human resources, management and accounting. Pursuing technical and analytical skills to identify facts and trends critical for decision making.

TECHNICAL EDUCATION

Nashville Software School, Nashville TN
Data Analyst Apprentice | Jan 2020 – Current (Part-time)
- Retrieve, manipulate, and analyze real world data provided by Nashville employers using SQL query, Excel, power query and power pivot, and Python
- Explore dataset and storytelling through data visualization utilizing Business Intelligence tools to build reports and interactive dashboards

PROJECTS

- **Capstone Project**: Analyzed Traffic Accident data for Nashville Davidson County, TN to find trend over 5 years based on City, Zip code, Weather Condition, injury rate, fatality rate, and Hit and Run : https://public.tableau.com/profile/chmun
- Explored The General Insurance data to find trend for total lost payment utilizing **Python** and **Tableau** as analytical tools
- Extract multiple datasets from CMS.gov. Dissect the data utilizing **Jupyter** Notebook and **Python** to explore variances in Medicare payments between Hospitals and Ambulatory surgery centers (ASCs). Combined multiplies datasets to analyze and compare doctor utilization per procedure between Physicians and Other Suppliers, and ASCs. Explored data to find the typical number of patients each specialty sees in a year
- Manipulated and analyzed Apps data utilizing **SQL** queries to recommend the most profitable apps for fictional company, "Apps Trader"
- Extracted Lahman Baseball dataset from SeahLahman.com to explore and learn multiple tables joins, windows functions, temp tables, and CTE's across tables in the dataset
- Explored and analyzed data from AWS Yelp reviews utilizing **Power Pivot** to find businesses with the best review in Charlotte NC and how reviews have changed over the years. Created interactive **Excel Dashboard** to display the findings.

EXPERIENCE

Mercy Multiplied America, Inc., Nashville TN

Mercy Multiplied America, Inc. is a faith-based organization that provide a free-of-charge residential counselling.
ACCOUNTANT | 2018 - 2020
- Timely and accurately processed invoices and payments
- Implemented procedures to improve workflow for processing weekly and bi-weekly payroll with 99% accuracy
- Developed analytical reports for both capital, and operating expenses, assisted with annual audit and budget preparation
- Tracked and managed fixed assets using SAGE software for proper depreciation and disposal

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in linkedin.com/in/chmun

Github.com/Kris-nge

SKILLS

Microsoft Excel

SQL,

Python

Power BI

Tableau

Salesforce Admin

Blackbaud Luminate Online

FASTPAY Millennium

SAGE

Oracle HRIS

EDUCATION

Data Analytic Bootcamp
Nashville Software School,
Nashville, TN

B.S, Management Information System (MIS)
Minor: Accounting
Indiana State University, Indiana

CERTIFICATION
Diploma in Business Management
The Association of Business Executives

AWARDS

MIS Major Excellence Award
Scott College of Business
2014, 2015

- Developed procedures and trained employees on working with Wells Fargo Commercial Electronic Office (CEO) Portal for their business credit card accounts.
- Collaborated with Director of Facilities Management and Maintenance Manager making sure that capital expenditures for all remodeling, repair and maintenance projects are well within approved budgets.

DONOR DATABASE SPECIALIST | 2017 - 2018
- Maintained and ensured constituents' data integrity, developed analytical reports for development and marketing teams to effectively drive donor engagement and donations
- Generated daily donation reports and maintained donation forms for online fundraising campaigns in Blackbaud
- Promoted to Accountant position after 8-months to take on more responsibilities

INTERNATIONAL EXPERIENCE

Seadrill Management(S) Pte. Ltd, Singapore, Singapore
Seadrill is an offshore drilling contractor providing offshore drilling services to the oil and gas industry across the world. The company's operation units include drill ships, semi-submersible rigs, jack-up rigs, tender rigs that operate in shallow or deep-water areas. The services company provides are drilling, completion and maintenance of offshore exploration and production wells.

HUMAN RESOURCES COORDINATOR | *2005 – 2010*
- Conducted full-cycle recruiting process and maintained utmost discretion in dealing with employee confidential records and remuneration packages
- Handled international travel arrangements for offshore employees and expatriate Rig managers for their timely and safely arrival to drilling project locations
- Liaised with local agents, third party service providers, and foreign embassies to obtain required work visas for international employees
- Collaborated closely with accounting department and audited duplicate invoices from vendors and reduced projects related operating expenses by 15%
- Worked closely with Operation Managers and Rig Managers to quickly mobilize offshore employees as needed for drilling projects in Southeast Asia, Dubai, and West Africa