

# Timothy J. Haymer, MBA

Data Analyst & Human Resources Professional

Nashville, Tennessee  
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## PROFESSIONAL PROFILE

Seeking to change career focus from a people manager to leveraging and/or utilize my technical skills. As an MBA graduate with data analytics and business intelligence skills, I am seeking to apply that unique combination of business academic knowledge and progressive data analytics abilities toward an analytics career as a Human Resources Analyst, Business Analyst, or Data Analyst.

## EXPERIENCE

**Data Analysis Apprentice** 1/2021 - Present  
*Nashville Software School (NSS)* *Nashville, TN*

NSS is designed to prepare highly motivated adults for careers in analytics and business intelligence, including jobs such as data analyst, business analyst, and research analyst.

- Able to read, clean, process, explore, and visualize data using the most prevalent libraries for data analysis.
- Knowledge of querying, joining, and aggregating data with SQL
- Capable of communicating findings via presentation and storytelling, building reports, and creating dashboards with Tableau and Power BI.
- Completed real-world datasets and problems from various domains, such as healthcare, financial services, entertainment, and government.

PowerBi Project:

<https://app.powerbi.com/view?r=eyJrIjojOTA2MDMyMDAtMGFhZi00NTE5LThtYTctNTA4Y2Y1YTJmMzI0IiwidCI6IjEwMWRhNTg3LTE4NDMtNGY1Mi04YjhhLTE3YjA2OWM2NmQzMyIsImMiOjI9>

**Team Lead, Supervisor** 10/2018 – 1/2021  
*AIG Life & Annuity* *Brentwood, TN*

AIG is one of the biggest insurers in the world, serving millions of customers in more than 80 countries. The company offers a range of insurance and investment products

- Provided coaching to 16 individuals on a weekly basis covering metrics using Excel spreadsheets.
- 1 of 150 individuals selected as a potential leader in the company.
- Extensive knowledge of employee relations practices and investigations.
- Developed, implemented and facilitated coaching model for department.
- Advocate for employee questions, concerns, suggestions and needs.

**Pharmacy Facility Supervisor** 07/2013 - 10/2018  
*Walgreen's Home Infusion / Option Care* *Nashville, TN*

Option Care provides exceptional infusion therapy services for patients.

- Assisted in the planning, organizing, directing, leading, and evaluation of the department.
- Utilized spreadsheets to monitor 100-200 shipments a week.
- Utilized Excel to keep record of 500+ medical supplies and medications.
- Track documentation for completion by employees, verified accuracy and completeness.

**Human Resources Assistant** 01/2012 - 12/2012  
*Guardsmark* *Nashville, TN*

## EDUCATION

- **Nashville Software School**  
*Data Analytics Bootcamp*  
*Expected Grad. Date*  
*4/2021*
- **Liberty University**  
*PhD, Business Admin*  
*Expected Grad. Date*  
*5/2022*
- *Master of Business Administration*
- *Bachelor of Science Human Resources*

## Skills

- Advanced Microsoft Excel (*Pivot*)
- Microsoft Office
- Python (*Jupyter*)
- SQL (*Postgres*)
- Tableau
- Power BI
- Business Management
- Critical Thinking
- Data Cleaning and Preparation
- Data Visualization
- Presentation Skills
- Process Implementation
- Project Management

## CERTIFICATION

- **CompTIA**  
Project+ Certification