

Sam Hoffman

(570) 412-5955 • hoffmansj47@gmail.com • www.linkedin.com/in/sjh

CERTIFICATIONS



- **Microsoft Certified Solutions Associate** in SQL Database Development
- Demonstrated knowledge in **Querying Data with Transact-SQL** and **Developing SQL Databases**
- Credential URL: <https://www.youracclaim.com/badges/e14036e3-1965-4066-95fd-5e49fa6fd98b>



- **Microsoft Certified Data Analyst Associate**
- Validated knowledge required in maximizing the value of data assets by using Microsoft Power BI
- Demonstrated knowledge in data extraction, transformation, visualization, report building and dashboard creation
- Credential URL: <https://www.youracclaim.com/badges/6fa8b164-5d2c-4fa2-bb8b-a5b7cb532a1a>



- Axelos ITIL 4 Foundations
- Credential URL: https://www.youracclaim.com/badges/171c51fd-e7f1-490a-b4bd-90e6db1d220a/linked_in_profile

EDUCATION AND SKILLS

SUSQUEHANNA UNIVERSITY • BACHELOR OF ARTS • MAY 2018

Magna cum laude, GPA 3.7/4.0

MILTON AREA HIGH SCHOOL • JUNE 2014

Valedictorian of the Class of 2014

LANGUAGES/SOFTWARE: SQL, DAX, HTML/CSS, JavaScript, EPIC, REDCap, Microsoft SQL Server, Visual Basic, Microsoft Certified Solutions Associate in SQL Database Development, Microsoft Certified Data Analyst Associate

WORK EXPERIENCE

RESEARCH ASSISTANT • GEISINGER MEDICAL CENTER • 2018 - PRESENT

- Highest recruiter on an NIH-funded study examining the role of genetics in addiction (currently the largest opioid study in the world)
- Use REDCap database management system to build reports, collect data, send patient messages and track enrollment in real time
- Use EPIC to perform in-depth chart reviews and data analytics while maintaining patient confidentiality and following regulations set by HIPAA
- Use Excel to manipulate data and implement functions such as vlookups, xlookups, functions and pivots to analyze data
- Build user-defined functions in Visual Basic for use in Excel

RESEARCH ASSISTANT • SUSQUEHANNA UNIVERSITY • 2016 - 2018

- Used Excel and SPSS statistical software to clean and code data resulting in a 25-page research paper and poster accepted for presentation at the Eastern Psychological Association conference in March 2018

ADDITIONAL EXPERIENCE

DATABASE ADMINISTRATOR/REPORTING ANALYST • BLOOMSBURG AGILITY RUNNERS' CLUB • 2019 – PRESENT

- Develop, maintain, and administer a relational database of agility competitor/event information in Microsoft SQL Server for a local non-profit
- Perform database configuration, optimize queries, choose appropriate data types, and implement indexing, views, triggers, stored procedures, functions, constraints, and security mechanisms necessary to the administration of the club's database
- Query/extract data using T-SQL and create reports in Microsoft Power BI
- Report statistics to the American Kennel Club and use analyses to determine the profitability of events; client rated insights "extremely helpful"

COFOUNDING BOARD MEMBER, GRANT WRITER • 4 PAWS SAKE PA/HAVEN TO HOME • 2016 – PRESENT

- Cofounded a foster-based rescue and secured 501c(3) non-profit status
- Developed a database to track grant cycles and deadlines
- Developing a website using HTML/CSS, JavaScript and Visual Basic Code
- Secured numerous product and monetary donations as well as a Pedigree Operation grant for \$1000 and an \$800 Petfinder Foundation grant for kennel enrichment items and veterinary fees