

# Taylor Dickson

SENIOR RESEARCH ANALYST · DATA ENGINEER

Toronto, Canada

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## Summary

As a data engineering and project management professional with expertise in technical support and system administration, I am dedicated to delivering results and driving innovation. I am skilled in Python, Pandas, SQL, and Agile methodology, and have a passion for finding creative solutions to complex problems. Outside of work, you can find me biking through the city, experimenting in the kitchen with new baking recipes, or exploring the latest video games. I am excited to bring my skills and interests to a dynamic and innovative team.

## Skills

<b>DevOps</b>	Docker, Docker-Compose, Shell Scripting, Mac and Linux Administration
<b>Back-end</b>	Go Lang, Express, Django, REST API
<b>Front-end</b>	Javascript, Vue, SASS, HTML, CSS
<b>Programming</b>	Python, Node.js
<b>Soft</b>	Communication, Team Management, Project Management, Software and Data Architecture, Writing

## Experience

### Treasury Board Secretariat, Ontario Public Service

Toronto, Canada

SENIOR RESEARCH ANALYST

2019 - Present

- Led the division's data overhaul project to modernize and enhance digital data infrastructure, including migration to Azure cloud using Python and Pandas for improved efficiency and AI readiness.
- Managed software procurement and guided divisional roadmaps for future digital service expansion, resulting in significant cost savings of over \$100k.
- Oversaw co-op student hiring and managed their projects and tasks relating to automation, AI research, and infrastructure upgrades, contributing to the team's growth and development.
- Coordinated project planning and scheduling, designed software architecture, and collaborated with cross-functional teams to define technical requirements and specifications for software development.
- Conducted regular code reviews and provided guidance on software design principles and coding standards, promoting consistency and quality across the team's codebase.

### Ministry of Government & Consumer Services, Ontario Public Service

Toronto, Canada

WORKFORCE ANALYST

2017 - 2019

- Leveraged expertise in data management, reporting, visualization, and process automation using tools such as SQL, MS Access, Excel, VBA, and Python to support business operations.
- Automated the generation and distribution of over 7000 customized documents, reducing manual labor by a month and enabling directors to quickly view their reporting staff information through customized summary documents.
- Developed new reports that compared content across multiple Word documents, optimizing reports to run more efficiently with less manual work and improving data accuracy.
- Maintained and improved data integrity across multiple systems, performing regular data quality checks and recommending improvements to data management processes.
- Collaborated with cross-functional teams to analyze workforce trends, identify areas of improvement, and develop an equitable job classification system.

### Soho VFX

Toronto, Canada

JUNIOR SYSTEM ADMINISTRATOR

2016 - 2017

- Completed a render farm upgrade by setting up, installing, and configuring new servers, resulting in improved performance and reduced rendering times.
- Provided technical support to employees by automating repetitive tasks, upgrading software, and optimizing systems, resulting in an ongoing savings of one hour per week.
- Recognized for contributions as a Systems Administrator in Logan (2017).
- Conducted routine maintenance and troubleshooting of hardware and software, ensuring the smooth operation of systems and minimizing downtime.