

## Qualifications

**Experienced in** Microsoft Excel, Power BI, SQL & Tableau

**Understanding of** Data Visualization, ETL Process, Data Modeling, Data Governance, Office 365 including Teams & Visio, DAX, Python, VBA, Oracle OBIEE, Hyperion Essbase.

**Certifications:** Microsoft - Excel Expert, Google Data Analytics, SQL for Data Science, CompTIA CSIS, Cisco CCNA

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## Portfolio

<https://tedf-analyst.github.io/>

Over 15 examples available on my portfolio website. These include data extraction and cleansing, visualization, forecasting, web scraping. Projects completed in **Excel, SQL, Python, Power BI**, and **Tableau**. You can also view my Certifications, Resume, Clifton Strengths, and Soft Skills on the website, as well as specific examples of work done in my freelance role.

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## Professional Experience

*Skills listed relevant to position being applied for*

Data Analyst 2021 – Current

### Freelance

- Clients include individuals, small & startup businesses found locally or through various freelance websites or word of mouth.
- Conduct data analysis and visualization to provide insight to clients on various topics such as sales and customer behavior.
- Develop and implement data analysis and reporting processes to improve data-driven decision making for clients.
- Conduct data cleaning and auditing to maintain quality and completeness to ensure future usability.

Sales Manager 2021 – Current

### Auto Wares, Inc

- Creation of Power BI dashboards based on Excel sheets to track sales.
- Utilization of DW reporting to ensure appropriate inventory is maintained.
- Develop and implement new sales programs based on analytics.
- Utilized trend analysis to develop planning for strategic growth.
- Partner with vendors on targeted offerings based on historic sales information.

Regional Director of Operations / District Manager 2003 – 2021

### CARQUEST Auto Parts / Advance Auto Parts

- Developed over 30 monthly dashboards, reports and interactive visualizations to present data insights.
- Implemented data-driven strategies to improve sales and profitability in the district.
- Monitored and analyzed KPIs to measure the effectiveness of business strategies and identify areas for improvement.
- Worked with large, complex data sets to extract insights and identify patterns.
- Managed multiple projects simultaneously, meeting deadlines and exceeding expectations.
- CARQUEST was acquired by Advance Auto Parts in 2014.

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## Education

Kaplan University 2013 – 2015

Associates Degree – Information Technology