Matt Hardy
Data Analyst
Concord, CA • mattallenhardy@gmail.com • 925.822.8888 • github.com/ZeroDarkHardy

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EDUCATION & CERTIFICATIONS
Certificate, Data Analytics and Visualization | UC Berkeley Extension, April 2022
- Honors: 99.58% final grade

Data Analytics Career Certificate | Google Career Certificate Program – Coursera, October 2022
Bachelor of Science, Analytics & Applied Statistics – Purdue Global, expected to graduate November 2024

TECHNICAL SKILLS
- Languages: Python, R, SQL, VBA, JavaScript Tools: Pandas, Tableau, Excel, QuickBooks, Spark, FLASK, HTML/CSS
- Areas of Expertise: ETL Processes, Data Visualization, Trend Analysis, Predictive Modeling

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PROFESSIONAL EXPERIENCE
Data Analytics Instructional Specialist | edX Online Learning
Remote, July 2022 – Current
- Recruited due to exemplary performance during UC Berkeley's Data Analytics program.
- Facilitate coding/data analytics instruction in a live online environment, aiding students with debugging and project assessments.
- Independently coach students in breakout rooms of 12 or more, or in one-on-one tutoring sessions.
- Cover a broad curriculum including Python scripting, SQL, advanced Excel, Tableau, Predictive Analysis, and more.

Administrative Assistant/Software Support/Trainer | Nor Cal Carpenters Regional Council
Oakland, CA, August 2017 – October 2021
- Streamlined operations by supporting the union's proprietary software, reducing network engineers' workload.
- Conducted monthly audits and created analytical report templates using proprietary software, Excel, and SQL for data extraction.
- Authored a training manual and conducted on-site training across Northern California, improving office efficiency and problem resolution.

Office Manager | Carpenters Union, Local 35
San Rafael, CA, July 2015 – August 2017
- Managed daily operations including financial transactions, payroll, event coordination, maintaining strong financial health through QuickBooks audits, and ensured zero rejected quarterly reviews.

MILITARY SERVICE
Corporal, Logistics Operative/Armorer | U.S. Army, 2001 – 2005 Combat Veteran, Operation Iraqi Freedom

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DATA PROJECTS
Housing Price Predictions with ML Models | UC Berkeley Extension
[(Click here to view the project)](#)
- Worked with a team to design a SQL database, Python ETL pipeline, and user-facing GUI, achieving housing price predictions in thousands of areas within the US with 94-95% accuracy by using a multiple-linear regression ML model.

Case Study of Smart Device Fitness Data | Google Data Analytics
[(Click here to view the project)](#)
- Identified market trends through a comprehensive analysis of Fitbit data, leading to actionable market strategies for client stakeholders.