

Anna Barbera

DATA PROFESSIONAL

Details

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USA
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Software

SQL
Python
Full Stack Data Visualizations
HTML/CSS
Flask
JavaScript
GitHub & GitBash
Adobe Photoshop
Microsoft Office Excel
DocShuttle
ByteScribe

Skills

Python Libraries:
Pandas
NumPy
Matplotlib
Sklearn
SciPy
Anaconda
Beautiful Soup
Selenium
Mongoengine

Other Skills:
Predictive Modeling
Jupyter Notebooks
Tableau
Database Development
Machine Learning
Understanding of ORM
Libraries
Creative Thinking
Excellent Communication Skills
Strong Analytical Skills
Project Management

Profile

Detail-focused, self-motivated individual with knowledge in data warehousing, process validation and business needs analysis. Proven to understand customer requirements and translate into actionable project plans. Dedicated and hard-working with passion for visualizations. Strong knowledge of statistical software and data coding techniques. Strong interpersonal communication background allowing expert presentation of complex data into clear and concise business information. Expertise in client facing roles, remote employment, quality control, collaborative roles, and fast-paced workforce environments that require high levels of accuracy.

Qualifications Profile

▣ **Data Analysis:** Efficient collector, manager, and modeler of data, able to develop discrete and generalizable insight to drive profitable business decisions. Expertise in relational database management. Versed in programming languages SQL and Python. Proficient with Tableau and Power BI.

▣ **Project Management:** Leader in implementation of winning strategies based on tables, statistical review, research, and communication with client. Adept in identifying trends and patterns from complex data and translating information in a manner that is understandable to lay stakeholders.

▣ **Long-term Relationships:** Personable communicator with comfort and ability developing close working relationships with colleagues, clients, vendors, and supervisors. Seasoned in presentation of clear and concise information to large groups of people, as well as answering questions regarding data.

▣ **Multi-faceted Background:** Well-rounded and applicable understanding of many facets of sales, inventory control, customer service, supply chain dynamics, and teaching thanks to eclectic work history, which includes positions in healthcare, music, academics, and retail.

Employment History

Medical Transcriptionist, Your Second Office, LLC, Baton Rouge, LA

2016 – 2022

- Interpret and convert written and verbal information to data driven KPIs.
- Produce 1,000+ of monthly deliverables from raw data.
- Execute 24 hour turn-arounds for urgent deliverables.
- Maintain privacy and data security of deliverables.
- Expert ability to prioritize projects under constant deadlines.
- Ensure accurate documentation and organization with regards to deliverables.
- Generate and organize thousands of sensitive documents in multiple company databases.
- Trained and mentored 2 new hires.

Business Manager, Rene Barbera, Tenor, LLC, International

JANUARY 2015 – DECEMBER 2018

- Maintain and organize business records and financial information.
- Process, organize, and prioritize incoming mail, including time-sensitive documents and contracts.
- Generate and distribute financial spreadsheets.
- Copy writer.
- Design and produce social media content weekly.

- Creative liason and content builder with public relations team, focusing on brand awareness and marketing campaigns.

Business Associate, Adecco Employment Agency

- Verizon Wireless Call Center, quality control and processing customer contract activation and termination paperwork.
- American Eagle Outfitter's National Headquarters. Extract, organize, and manage data in computer databases; process customer service claims.
- Receptionist at Barrett Jaguar. Answer and manage multi-line phones, provide customer service, data entry, calendar management, MS office, maintaining a cheerful and helpful disposition.

More employment history available on request, which includes a history of full and part-time retail, customer service, and receptionist roles.

Education

Data Science & Analytics Boot Camp , Georgia Institute of Technology

SEPTEMBER 2022 – MARCH 2023

Master of Music, Vocal Performance and Opera, Northwestern University, Evanston, IL

Bachelor of Music, Performance, Slippery Rock University of Pennsylvania, Slippery Rock, PA

Graduated summa cum laude with high honors and academic scholarships.