

# Jeff Calderon

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## Professional Experience

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### Data Analyst, Washington State Data Exchange for Public Safety (04/2025 – Present)

- Partner with operations teams to gather and review requisitions for software licenses, hardware upgrades, and service contracts; organize RFQ specifications in SharePoint and Adobe PDF forms.
- Develop and maintain inventory-forecast dashboards in Power BI, leveraging Python and SQL to track consumables, equipment usage, and licensing—ensuring timely reorders and zero “down time.”
- Automate reporting tools and KPI visualizations in Excel and Power BI to surface vendor performance metrics—on-time delivery, order accuracy, and lead-time trends—for continuous supply-chain optimization.

### Operations Manager, National Oceanic and Atmospheric Administration (NOAA) (12/2019 – 05/2023)

- Liaised with suppliers to troubleshoot shipping delays, negotiate expedited freight, and adjust delivery schedules for mission-critical deployments.
- Automated requisition processes using Python scripts and Excel macros, reducing manual entry errors and accelerating order fulfillment by 40%.
- Served as Contracting Officer Representative on contracts exceeding \$100K—solicited bids, drafted Statements of Work (SOWs), and created and tracked solicitations in partnership with engineering, finance, and legal stakeholders.
- Supported enterprise operations across 13 oceanographic vessels, translating leadership needs into reusable software tools, dashboards, and process improvements that delivered an elevated operational experience.
- Implemented a Smartsheet-based procurement workflow—integrating approvals, compliance checks, and budget tracking—to reduce order-to-delivery cycle time by 30%.
- Coordinated with inventory control and accounting to reconcile invoices, resolve PO discrepancies, and maintain accurate ERP records for forecasting and audit readiness.

### Marine Data Analyst, NOAA Commissioned Officer Corps (12/2016 – 05/2019)

- Analyzed large datasets from weather sensors and sonar equipment to identify anomalies and deliver strategic recommendations, improving decision-making and contributing to measurable operational outcomes.
- Automated reporting and correspondence tools using Python GUIs and supported testing and integration of software into operations.
- Oversaw procurement and inventory of oceanographic sensors, data-collection hardware, and field consumables; reviewed specs, placed orders, and verified deliveries against technical requirements.

### Research Physicist, Naval Research Laboratory (1/2014 - 6/2016)

- Authored technical RFQs and supplier scope-of-work documents using Microsoft Word and Adobe Acrobat to ensure clear communication of complex requirements.
- Presented simulations and findings to a federal funding panel, demonstrating clear business benefits and resulting in \$500K in additional support for program expansion

### Faculty Assistant Researcher, University of Maryland College Park (01/2013 – 04/2015)

- Managed procurement of laboratory supplies, computing resources, and grant-funded instrumentation; coordinated with campus purchasing and external vendors to meet budgetary and regulatory guidelines.
- Presented simulations and findings to a federal funding panel, demonstrating clear business benefits and resulting in \$500K in additional support for program expansion

### Aerospace Ground Equipment Craftsman, Air Force (05/2002 – 01/2010)

- Administered ERP-driven procurement of ground-support equipment, parts, and consumables for F-16 fighter-jet maintenance; processed requisitions, tracked shipments, and validated technical specifications..
- Presented simulations and findings to a federal funding panel, demonstrating clear business benefits and resulting in \$500K in additional support for program expansion

## Certifications

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**Data Analytics**, Washington State University (12/2024)

**Cybersecurity Analyst**, Everett Community College (07/2024)

**Network Security+**, CompTIA (07/2024)

## Education

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**B.S. in Data Analytics**, Washington State University, Everett

Expected 05/2026, 4.0 GPA

**A.A.S. in Computer Science**, Everett Community College, Everett

04/2024, 4.0 GPA (President's List)

**B.S. in Physics**, University of Maryland, College Park

12/2015, 3.1 GPA