

Alvin David Loupatty

Seattle, WA | +12068514146 | loupattyalvin@gmail.com | linkedin.com/in/alvinloupatty/

Executive Summary

As an aspiring data analyst currently pursuing a Master of Science in Information Systems, expected to graduate in June 2025, I'm passionate about transforming complex data into meaningful insights that drive business decisions. With a BA in Communication Studies and a minor in Business Administration, I bring a unique blend of analytical thinking and communication skills.

In my current role as Executive Assistant to the CEO at PT. HOATYK, a specialized construction company in the oil & gas industry, I revamped the company's communication systems for 30+ employees using Google products and developed a new financial management system in Excel, saving over \$5,000 in vendor overpayments while tracking daily transactions averaging \$2,000. Previously, as a Leasing Assistant at American Campus Communities, I contributed to a 40% pre-leasing occupancy rate (113 of 283 units), leading to full occupancy and a \$197,750 revenue increase.

I'm continuously developing my skills in data analysis, visualization, and statistical tools, focusing on Excel, SQL, Python, Tableau, and Power BI. I'm excited to apply my growing expertise in a data analyst role and contribute to data-driven solutions that solve real business challenges.

Let's connect if you're looking for a data-driven problem solver with a strong business foundation!

Professional Experience

PT. HOATYK

Executive Assistant of the CEO

Jakarta, Indonesia

May 2022 - Current

- Revamp the company's communication line within 3 months by utilizing Google Products (e.g Gmail, Google Meet) for 30+ employees.
- Saved more than \$5000 USD in overpayments to the vendors by developing a new financial management system in Excel that tracked company's budget in financial transaction on average \$2000 USD per day.

American Campus Communities (ACC)

Leasing Assistant

Seattle, WA

Jun 2021 – May 2022

- Managed to fill out 40% (113 units) out of 100% (283 units) of the property occupancy rate through the pre-leasing season which resulted in full occupancy & an increase in revenue by approximately \$197,750 (\$1,750 x 113 units).
- Supervised five Community Assistants by assigning tasks like social media content creation, prospect follow-ups, and tours which led to increase signed leases and enhanced social media engagement.

Ministry of Foreign Affairs of the Republic of Indonesia

Public Affairs Intern

Jakarta, Indonesia

Jul 2019 - Aug 2019

- Successfully managed communication with embassies and international organizations in Jakarta for the cultural night event, achieving over 95% guest attendance to promote "Ambon City of Music."
- Organized a university student visitation to Indonesia's Ministry of Foreign Affairs, receiving positive reviews from over 90% of attendees and boosting interest in employment opportunities.

Skills

Credentials:

Microsoft Office Specialist: Excel Associate (Excel and Excel 2019), DataCamp Introduction to SQL, DataCamp Intermediate SQL, DataCamp Introduction to Python, DataCamp Introduction to Snowflake, LinkedIn Neural Networks & Convolutional Neural Networks Essential Training, LinkedIn Deep Learning & Generative AI: Data Prep, Analysis, and Visualization with Python.

Technical:

Currently Learning SQL, Python, Tableau in master's Program.

Language:

Bahasa Indonesia & English.

Education

Master of Science in Information Systems

University of Washington – Michael G. Foster School of Business

Seattle, WA

Mar 2024 - Current

Bachelor of Arts in Communication

Seattle Pacific University

Seattle, WA

Jan 2019 - Mar 2021

- Dean's List