

ANDREW MELCER

Data Analyst

For over a decade, I have made a career of being a versatile and hard-working leader, making a measured impact on businesses whilst gaining invaluable knowledge and experience.

I have an analytical mind, an obsession for detail and a proven ability to communicate effectively at all organizational levels. I have a strong belief in myself to efficiently learn new skills paired with broad career experience - leading team meetings, overseeing the implementation of projects and advising superiors and subordinates with an equal display of respect.

I'm an adventurer at heart, who loves to experience new cultures and establish long-lasting relationships with people from around the world.

I am passionate about growth, both on a personal and professional level, and love the exhilaration of being pushed out of my comfort zone.



EDUCATION

UNIVERSIDAD A DISTANCIA A MADRID

Master of Arts, Education
Madrid, 2018

UNIVERSITY OF CALIFORNIA, LOS ANGELES

Bachelor of Arts, History
Los Angeles, 2010

PROFESSIONAL CERTIFICATIONS

GOOGLE CAREER CERTIFICATES

Google Data Analytics Certificate
Remote, 2021

UNIVERSITY OF CALIFORNIA, DAVIS

Data Visualization Tableau Specialization
Remote, 2021



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andrewmelcer.github.io/andrewtheanalyst.github.io/index.html



Huntington Beach,
California



FOUNDER

DATA ANALYTICS AND TECHNOLOGIES

July 21- Present

- Created and implemented full company structure from the ground up, leading recruitment efforts with local business partners, with a projected growth of 13% after one calendar year.
- Developed company marketing strategy for future customer profiles using SurveyMonkey, Microsoft and Google Forms.
- Created company operational strategy through data manipulation and analysis with MySQL and Power BI.

PROJECT MANAGER

INSPIRED EDUCATION

Sept 17- July 21

- Grew the University entrance exam average grade in the English language section with a success rate of 26.9% higher than the national average in 2021 at Mirabal International School, an affiliate of Inspired Education.
- Updated course content using quantitative data to focus on individual strengths and weaknesses to personalize materials for the most effective pedagogical practices.
- Took on coordination of bi-weekly meetings including interdepartmental day-to-day relationships, practicing agile project management methodology.

ENGLISH TEACHER

MINISTRY OF EDUCATION

Sept 13- July 17

- Key coordinator in the creation of a multilingual and multicultural environment through the development of thematic workshops, including racial, gender, and other societal issues related to the language and culture of English-speaking countries.
- Development and implementation of English as a second language in primary, secondary, baccalaureate and work formation.

ACCOUNT MANAGER

VAN WAGNER

Sept 10- Sept 13

- Liaison for the Van Wagner Group, in coordinating with key external stakeholders, managing personnel, customers and day-to-day operations associated with professional sporting event broadcasts and billboards.
- Personnel and large client management, staff planning, contracting and operation of advertising for the greater Southern California area professional sports teams.



SKILLS

■ Hard ■ Soft

Google Workspace	MS Office Suite	Data Analysis	Data Visualization	Integrity	Leadership	Open-mindedness
SQL	HTML	Power BI	Python	Public Speaking	People Development and Coaching	Analytical Thinking
Tableau	CSS	Database Design and	R	Teamwork	Bilingual (Spanish)	
WordPress	Amazon Web Services	Salesforce		Interpersonal Skills	Customer Success	

Experience Timeline

University of California, Los Angeles
Van Wagner
Ministry of Education
Universidad a Distancia a Madrid
Inspired Education
Google Career Certificates
Data Analytics and Technologies

