

Anna Opgrande

Pullman, WA | 360-703-5964 | annaopgrande123@gmail.com

EDUCATION

Washington State University, Pullman WA

Expected Graduation May 2027

- *Bachelor of Science in Data Analytics*
- *Minor in Business*
- *Relevant Coursework: Statistical Modeling for Data Analytics, Data Repository Systems, Model and Data-based Methods for Data Analytics, Program and Design Development in C, Data Analytics Ethics, Law and Legal Environment of Business.*

TECHNICAL SKILLS

- *Computer Languages: Python, C, SQL, R*
- *Tools: Git, Visual Studio Code, Jupyter Notebook, Tellent, Microsoft Office*
- *Skills: Data analysis and visualization, recruitment and interview strategies, team collaboration and communication, applicant tracking systems management, resume screening techniques, interview techniques*

WORK EXPERIENCE

Wilcox and Flegel, Human Resources Recruitment Intern, Longview, WA

May 2025 – August 2025

- Screened resumes to identify qualified candidates for recruitment team.
- Conducted phone interviews for various positions to assess candidate suitability.
- Maintained accurate records of candidates using applicant tracking system.
- Assisted recruitment efforts by evaluating resumes and shortlisting top talent.
- Collaborated with team members to refine job descriptions and requirements.

City of Longview, Human Resources Clerical Intern, Longview, WA

May 2024 – August 2024

- Organized and maintained office files and records for efficient retrieval.
- Managed incoming calls, directing inquiries to appropriate staff members.
- Assisted with special projects assigned by management team, ensuring timely completion.
- Executed clerical tasks including photocopying, faxing, and scanning documents.
- Entered data into computer systems to ensure accurate record-keeping.

PROJECTS

Analysis of Public Health across the United States

April 2025

- Utilized Jupyter Notebook and differing data structures to conduct an analysis on the socioeconomic welfare and public health among states and counties across the United States.
- Created my own custom Binary Search Tree, Hash Table and Dictionary classes using Python.

Wine Quality Analysis

December 2024

- Collaborated with a team to analyze a wine-quality dataset, using Python and Jupyter Notebook to identify correlations between chemical properties and quality ratings; presented key insights to faculty.