

## Skills

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- **SQL** (MySQL, PostgreSQL, Oracle, and MS SQL)
- **Spreadsheets** proficiency (Vlookup, pivot tables, charts)
- **Tableau** (interactive and dynamic dashboards)
- **R** (RStudio, tidyverse, ggplot2)
- **Power BI** (data visualization)
- Strong analytical skills
- Attention to detail and accuracy
- Data visualization
- Troubleshooting

## Projects

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### DATA ANALYSIS FOR VENDOR MANAGEMENT – ExxonMobil – Prague, Czech Republic

September 2023

**Data collection** from translation vendors and database creation of delivered, ongoing and failed product data sheet translations, which I analyzed using **spreadsheets and SQL** to obtain meaningful insights. Thanks to this analysis, I discovered inconsistencies in the process with several parties involved, which I fixed reducing the unprocessed translations by **35% and the delivery time by 20%**. In addition, I created a dynamic **Power BI dashboard** which was updated automatically with vendor's monthly reports.

### CREATION OF PROCESS GUIDEBOOK – ExxonMobil – Prague, Czech Republic

March 2023

**Designed a guide** for Web Operation Analysis, containing all the processes done in the day-to-day basis and urgent ad-hoc requests. Highly appreciated by management, I was assigned to **lead a project** to help colleagues create similar guides. It was officially assigned for new-joiners onboarding and reduced the length of the process by **15%**.

## Work Experience

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### WEB OPERATIONS ANALYST – ExxonMobil – Prague, Czech Republic

January 2022 – *Currently working here*

- Integration of **data-driven insights** into daily operations, enhancing the effectiveness of web services with the stakeholders across the globe in multi-functional teams inside an agile methodology
- Managing data processing of worldwide lubes **Product Data Sheets (PDS)**, streamlining the publishing process
- By leveraging **analytical expertise**, significantly contributed to informed decision-making aligned with business objectives
- Built several communication channels to overcome the lack of connexion between teams working for the PDS Process workflow

### INTERNATIONAL TRADE ADVISOR – Spanish Embassy in Prague – Prague, Czech Republic

January 2021 – January 2022

- Building and leveraging **statistical reports from** Spanish and Czech governmental databases to help Spanish companies make data-driven decisions on their country expansion strategies
- Building a **network** of Spanish entrepreneurs in Prague by leading the Chamber of Commerce social channels
- Leading a commercial mission for the **Healthcare sector**, making partnerships between Spanish and Czech companies

## Education

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### BACHELOR OF BUSINESS MANAGEMENT – University of La Rioja – Logroño, Spain

September 2021

Majors: Business Analytics, Digital Marketing, International Business

### INTERNATIONAL TRADE PROGRAM – Development Agency of La Rioja – Logroño, Spain

December 2021

Majors: International trade, market research, data collecting

## Certifications

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### DATA ANALYTICS PROFESSIONAL GOOGLE CERTIFICATE – Google

February 2024

Majors: Data Analytics, Spreadsheets, SQL, Tableau, RStudio

### SQL INTERMEDIATE – W3 School

December 2023

Majors: JOINS, Data-cleaning, Sub-queries