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# Skills

* SQL (SQL Server, MySQL, PostgreSQL, T-SQL)
* Microsoft Power BI
* Tableau
* Excel (PivotTables, Conditional Formatting, VLookup)
* Microsoft Power Query
* Verbal and Written Communication
* Project Management
* HTML

# Projects

COVID exploratory data analysis and dashboard – Personal Project **–** Nashville, TN January 2024

* Employed **Excel** and **Power Query** to clean data by removing unnecessary rows from dataset and correcting data types
* Utilized **window functions, CTEs**, and various other methods within **SQL** to analyze over 276,000 rows of data and glean insight into leading factors of COVID deaths globally
* Compiled and visualized my findings using **Tableau**, projecting infection and death rates into next year

FIFA data cleaning and dashboard – Personal Project **–** Nashville, TN February 2024

* Used **SQL** to combine duplicate data, fix data types, and perform other cleaning operations to allow for accurate analysis
* Created a dashboard with **Microsoft Power BI** to visualize various player and team attributes
* Visualized the correlation between various metrics such as payroll and overall team rating
* Formatted visualizations for ease of access, use, and insights

Trevecca baseball offense analysis – Client Project **–** Nashville, TN March 2024

* Consulted with Trevecca staff to better understand what data and decision points they were hoping to improve upon
* Compiled and transformed data collected in Trackman using **Excel**
* Performed analysis within **Excel** by using **PivotTables, conditional formatting, calculated fields,** and an array of **Excel formulas**
* Synthesized analysis into one clear and concise dashboard from which coaches could gain insights and make decisions

# Work Experience

DIRECTOR, special projects **–** TN Dept. of Intellectual and Developmental Disabilities **–** Nashville, TNApril 2023 - Present

* Analyzed participation and survey data to derive insights into effectiveness and participation of various departmental programs
* Utilized **Tableau** to visualize and present program effectiveness and projections to the Tennessee General Assembly
* Assisted in the development of each fiscal year’s departmental budget by providing data to justify budget increase requests
* Developed and supervised various grants, leading to an improved quality of life for countless Tennesseans
* Managed over $10 million in grant funding, ensuring contracts were in place and scopes were completed before disbursement

INBOUND LEAD SPECIALIST – RJ Young – Nashville, TN June 2022 – April 2023

* Created marketing dashboard within **Salesforce** to provide insight into success rates of various campaigns and lead sources
* Organized leads within **HubSpot** and **Salesforce** and routinely cleaned leads database
* Contributed to over $5 million in sales, providing product information to inbound leads and routing them to available sales representatives in their region

# Education

Bachelor of Science in business – Trevecca Nazarene University – Nashville, TN May 2021

Major: Business Marketing | 4-time Dean’s List recipient

MASTER of Science in business – Trevecca Nazarene University – Nashville, TN May 2023

Concentration: Data Analytics | 3.88 GPA