

# Student Name

Atlanta, GA | 915-232-5578 | first.last@emory.edu | linkedin.com/firstnamelastname | github.com/xxxx

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## Data Analyst Intern

Motivated and detail-oriented aspiring data analyst with a strong foundation in data visualization and statistical analysis, complemented by a passion for problem-solving. Eager to apply technical skills in programming, data manipulation, and analytical techniques to contribute to innovative projects. Committed to continuous learning and collaboration within a team environment while delivering high-quality insights that enhance decision-making and support organizational goals.

### Education

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**Bachelor of Science in Quantitative Theory & Methodology, Emory University (Expected May 2026)**

### Core Competencies & Technical Skills

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**Core Competencies:** Data Visualization, Statistical Analysis, Big Data, Database Design, Documentation & Reporting, Machine Learning, Artificial Intelligence, Automation, Data Cleaning

**Technical Skills:** Excel, SQL, R, Python

### Technical Projects

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#### Employee Performance Dashboard

**Project Link | Completed: Month Year**

**Technologies:** SQL, Python, Excel

- Developed a comprehensive employee performance dashboard using SQL for data extraction and Python for data visualization, enabling HR to track key performance indicators effectively.
- Reduced reporting time from 2 weeks to 1 week by automating data collection processes and enhancing visualization clarity, leading to more informed decision-making.

#### Customer Satisfaction Survey Analysis

**Project Link | Completed: Month Year**

**Technologies:** R, Excel

- Processed and analyzed customer feedback data in R to assess satisfaction levels and identify areas for improvement.
- Created an interactive dashboard in Excel that displayed survey results and key metrics, improving accessibility of insights for the management team.

### Professional Experience

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**Tech Company LLC**

**2023**

**Data Analyst Intern**

- Assisted in the collection, cleaning, and analysis of data from various sources, ensuring data integrity and accuracy for insightful reporting, which contributed to a 30% reduction in reporting errors.
- Created dynamic dashboards and visualizations using Tableau and Excel to present key metrics to stakeholders, facilitating data-driven decisions that resulted in a 15% increase in project efficiency.
- Collaborated with cross-functional teams to identify data needs and optimize reporting processes, improving report generation time by 20%, and allowing for faster decision-making in ongoing projects.

### Involvement & Engagement

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Vice President, Data Club