Chrissy Hernandez

Junior Data Analyst | SQL · Tableau · Power BI · Python

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Summary

Junior Data Analyst with 10+ years of professional experience in IT, real estate, and hospitality. Completed a Data Analytics Bootcamp with hands-on projects in SQL, Python, Tableau, and Power BI. Skilled in data visualization, business intelligence, and SQL reporting. Adept at KPI tracking, forecasting, and dashboarding to transform raw data into insights that drive better decisions and customer outcomes.

Technical Skills

Languages & Tools: Python (pandas, NumPy, matplotlib, seaborn), SQL (JOINs, CTEs, window functions), Excel (PivotTables, VLOOKUP, dashboards)

Business Intelligence: Tableau (calculated fields, interactive dashboards), Power BI (DAX, Power Query, data modeling)

Analytics: Data wrangling, forecasting, A/B testing, regression, segmentation

Projects

Music Data Analytics (SQL, Python, Tableau): Analyzed top U.S. artists (2020–2025); built SQL queries, predictive models, and Tableau dashboards for trend insights.

COVID Tracker (Tableau): Built U.S. dashboard with filters and time-series forecasting to track cases and vaccinations.

Nutrition Dashboard (Power BI): Cleaned USDA datasets with Power Query; used DAX to visualize meal plan distribution.

SQL Product Ranking System: Created advanced queries (JOINs, CTEs, windows) to rank products and analyze purchasing trends.

Experience

*Executive Assistant | Halocentric (IT) | 2019 – Present*

- Built and automated Excel/Sheets trackers for 50+ tasks, timelines, and client requests, improving reporting speed by 30%.

- Consolidated client and project data, enabling weekly KPI monitoring and reducing reporting errors by 15%.

- Coordinated schedules and documentation for 10+ concurrent projects, ensuring on-time deliverables and reducing missed deadlines by 20%.

- Maintained digital databases of 500+ client records with 98% accuracy, supporting analytics and audit readiness.

*Administrative Assistant | LM Liquidity (Real Estate) | 2014 – 2022*

- Managed intake, scheduling, and correspondence for 25–30 clients weekly, ensuring timely follow-ups.

- Designed and maintained Excel/Sheets logs for 1,000+ client records, streamlining compliance and reducing data entry errors by 25%.

- Drafted and implemented standardized email templates, cutting response time from 24 hrs → 8 hrs.

- Summarized weekly client activity and KPIs for leadership, improving visibility into deal progress and conversion rates.

*Crew Leader | Hospitality Venues | 2018 – 2024*

- Reduced inventory waste by 15% and weekly ordering costs by 10% through Excel analysis.

- Increased sales by 25% via seasonal menu changes based on trend data.

- Supervised 6–10 staff per shift, reducing turnover time by 20% and maintaining 99.9% financial accuracy

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Education

General Assembly – Data Analytics Bootcamp Certificate (2024–2025)

Berkeley College – B.F.A. Graphic Design (2019–2022)

Additional: Formerly licensed Notary Public, Real Estate, and Life & Health Insurance (NJ)