CYNTHIA CLIFFORD
DATA ANALYST

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PROFESSIONAL SUMMARY

Data Analyst specialized in discovering insights and communicating results in clear and simple terms. Able to convey complex ideas in understandable ways. Transitioning from 15+ years teaching secondary math in international schools.

CORE COMPETENCIES

• **Spreadsheets (Excel|Sheets)**	• **SQL (Big Query|MySQL)**	• **Tableau**	• **Statistics**
• **Data Storytelling**	• **R|Python (familiarity)**	• **Office Suite |Google Suite**	• **Modeling**
• **Presentation & Training**	• **Leadership.**	• **Project Management**	• **Analysis & Visualization**

DATA ANALYTICS AND VISUALIZATION PROJECTS

- [Food Delivery Marketing Analysis](#) (Excel) – Analyzed demographic and sales data and suggested actions to improve sales. Skills: Data Cleaning|Functions|Formulas|Pivot Tables|VLOOKUP|Filters|Analysis and Visualization|Aggregate and IF Functions|Data Storytelling
- [What's Up With Schools?](#) (Tableau) – Created a [dashboard](#) communicating insights about DEI impacts on educational success and offered solutions. Skills: KPIs|Data Visualization|Dashboards|Charts|Parameters
- [Who Gets the Money?](#) (SQL) – Queried database. Compared lending situations of Nigeria and Ghana and offered suggestions for the Nigerian finance ministry. Skills: SQL|Building Queries|Order by|Group By Aggregates|Where

PROFESSIONAL EXPERIENCE

Team Lead STEM & Mathematics Coordinator   **Concordia International School Hanoi, Hanoi, Vietnam | 2021 — PRESENT**
- Analyzed and interpreted data and LMS analytics to adjust educational strategies for 85+ individuals yearly using Excel and Sheets.
- Taught AP Statistics (and 4 other courses) synchronously virtually, hybrid model, and in person; developed resources and presentations.
- Led team of 9 STEM Educators through curriculum review resulting in better course alignment and placement processes and a decrease of 20% in course and level switches by students.

Team Lead Mathematics Educator   **International School Yangon, Yangon, Myanmar | 2020 — 2021**
- Utilized skills in technology for data tracking and the creation of learning activities for 85+ learners.
- *A*ttended to the social and emotional needs of students during the military coup.

Team Lead & IB Mathematics Educator   **American International School of Lagos, Lagos, Nigeria | 2018 — 2020**
- Revised course curricula to better prepare students for higher-level math. Increased participation in calculus-based courses by 500%.
- Triangulated data to improve course recommendation and selection process; presented process to parents and administrators.

IB Diploma Coordinator & Mathematics Educator   **Busan International Foreign School, Busan, South Korea | 2015 — 2017**
- Implemented the International Baccalaureate Program and trained 35 instructors as IB Diploma Coordinator.
- Created Math Mania, a 2-day, 5-school international math competition for 100+ students. Collaborated with local architects to incorporate a bridge-building design challenge.

OTHER LEADERSHIP AND TRAINING EXPERIENCE

- Created and led 25+ multi-day workshops for 400+ global educators on DEI and best practices in math instruction as IB Workshop Leader
- Oversaw and developed program for 180+ participants and trained 40+ instructors as Gifted and Talented Coordinator
- Selected by AERO (American Education Reaches Out) to develop curricula that were disseminated to over 180 schools worldwide
- Effectively listened, communicated, and collaborated with diverse populations; worked in 12 countries with students, parents, and colleagues from 70+ countries.
- Coordinated and led multiple trips for groups of 40+ to volunteer for Habitat for Humanity.

EDUCATION AND CERTIFICATIONS

MS, Education (3.9 GPA)	Bank Street College of Education, New York, NY
BS, Mechanical Engineering (3.4 GPA)	Columbia University School of Engineering and Applied Sciences, New York, NY
Google Data Analytics Career Certificate	Coursera - Expected completion-April 2023
Data Analytics Accelerator Program	Data Career Jumpstart--Expected completion-April 2023
Project Management Certificate	IJH Learning-February 2023