DAVID ORTEGO

davidortego@gmail.com • (936) 201-0456 • davidrortego.github.io • Nacogdoches, TX

SUMMARY

Former E-Commerce Coordinator & Analyst transitioning into an entry-level Data Analyst role after completing the Google Data Analytics Professional Certificate. Extensive experience transforming and cleaning e-commerce related data. Over 8 years of experience managing B2B e-commerce and EDI systems, while coordinating directly with both customer and vendor trading partners.

SKILLS

- SQL (MS SQL Server, PostgreSQL, Google BigQuery)
- MS Excel (VLOOKUP, pivot tables)
- Data Transformation (EDI translation mapping)
- Data Cleaning (EDI transaction monitoring)
- Python (Pandas, Plotly, Beautiful Soup)
- R (Tidyverse)

EXPERIENCE

E-Commerce Coordinator/Analyst   **Elliott Electric Supply | Feb 2014 – May 2022**

- Created EDI document translation maps used to transform incoming and outgoing business data into both human-readable formats and as input for a diverse variety of ERP systems.
- Planned and conducted several major bi-yearly EDI server software upgrades including presenting our progress at regular intervals to stakeholders.
- Monitored inbound and outbound EDI traffic to ensure clean data and document standards compliance, and corrected deficiencies whenever discovered.
- Worked with a variety of B2B e-commerce document data standards, including ASC X12, cXML and RosettaNet.
- Generated price file reports for customers based on their individual business needs and software requirements.
- Cut the company's EDI data bill in half by identifying our most active trading partners and coordinating with them to set up a secure and free direct connection to our respective EDI systems.
- Used SQL frequently to fetch data needed to generate reports, look up information about customers or vendors, alter specific records and other tasks associated with my job.
- Managed over 250 unique trading partnerships and served as the main EDI and data integration point of contact for the company.
- Integrated our ERP system with supplier networks such as Ariba, Open Invoice, Oracle Supplier Network and others with the goal of automating or semi-automating billing and the handling of incoming orders.

EDUCATION & CERTIFICATION

Lamar State College - Port Arthur, AAS Computer Information Systems   **2004**

Google Data Analytics Professional Certificate   **2022**