

EMILIA LUBANSKA – OLEDZKA

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DATA / BI / BUSINESS ANALYST

SUMMARY

- Highly motivated **analytics professional** with 10+ years of experience. Proficient in Business Intelligence tools. Passionate about data and data discovery
- Proven track record of providing a full cycle of data processing – from gathering and cleaning raw data to deliver solutions to ultimately drive business
- Experienced with complex problem-solving with attention to details
- Team player, with ability to work across multiple verticals
- Strong communication skills - active listener and perceptive communicator with the capacity to engage and liaise with the team to achieve strategic goals

TECHNICAL SKILLS

- Microsoft Excel / Microsoft Access / VBA
- SAS Guide / Power BI / MicroStrategy / Tableau
- SQL / PostgreSQL / NoSQL / Microsoft SQL Server
- Python: Pandas, Matplotlib, NumPy, SQL Alchemy, API Interactions
- HTML / CSS / Bootstrap / JavaScript / Plotly

TRAININGS AND CERTIFICATIONS

- 2021 Workplace Communications in Canada, Ryerson University, Toronto
- 2020 Women in Technology Bootcamp, Acces Employment
- 2019 Internationally-Trained Professional Co-op, DPCDSB, Mississauga
- 2018 Dashboards and Data Discovery, MicroStrategy
- 2018 Advanced Reporting, MicroStrategy
- 2016 AgilePM® Project Management

WORK EXPERIENCE

Quality Sterling Group (Construction Industry)

Jan 2020 – Apr 2020

Business Analyst: Reporting and Business Analytics (Co-op)

Vaughan, CA

- Generated and delivered daily, weekly, monthly and ad hoc reports and value-added analysis to Managers across the organization to support **data-driven** business decisions
- Developed operational reports from a variety of data sources to support decision-makers across various business functions and internal clients to assess operational performance
- Created dashboards within **Business Intelligence** framework which were used in the new ERP implementation

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Alior Bank

Nov 2016 – May 2017

Senior Controlling Analyst

Warsaw, PL

- Provided weekly, monthly and ad hoc financial **KPI** reports and **discrepancies analysis** to Managers across the organization to communicate the recent results
- Collected data from various internal and external sources to prepare analytical reports to proactively support the **decision-making process with high dedication to details**
- Managed and coordinated the key financial measurements and data analysis (revenue, costs, sales productivity, operation, channel performance) to effectively assess performance and profitability and meet compliance regulations

Bank BPH SA (GE Capital)

Oct 2009 – Oct 2016

Senior Controlling Analyst

Warsaw, PL

- Automated monthly reporting process by utilizing **SAS Guide, SQL** and **VBA** which allowed to save up **to 50% of preparation** time and speed up delivery of monthly financial results
- Delivered 3 full processes of budgeting and financial planning sessions for the Corporate segment to fulfill regulatory and stakeholders requirements
- Provided a wide range of analysis and reports with a **full cycle of data processing**, from gathering the raw data sets, assumption validation up to developing data visualization with the highest quality in response to business model needs

EDUCATION

2021 Data Analytics Bootcamp, **University of Toronto School of Continuing Studies**

2007 Master Degree in Engineering, **Warsaw University of Technology**
Technical Physics (Evaluated by World Education Services)

SELECTED ACHIEVEMENTS

- Rewarded by Management Board Member for excellent planning session preparation
- **Above & Beyond Award** – for providing analysis and monitoring reports to cross-check the execution of ROI models assumptions which resulted in keeping clients in the portfolio
- **Above & Beyond Award** – for reconciliation of financial results reported in two different reporting standards (CASH vs IFRS)

VOLUNTEERING EXPERIENCE

Employee development program – Advanced MS Excel instructor (Bank BPH SA)

HOBBY

Traveling, scandinavian noir, sci-fi, international cuisine