Jaime Luna

lunajaime6@gmail.com | linkedin.com/in/jaim3luna | Portfolio: jaim3luna.github.io

EXPERIENCE

Operations Analyst - Southern Glazer's Wine and Spirits | Fairfield, CA **7/2023 - Present**

- Coordinate data redesign process, testing database entry, and automation with PowerShell to reduce outbound scheduling time in cross-docking from 28 to 5 hours
- Produce daily inbound reports of 200-300 purchase orders as well as ad hoc reports in Excel to evaluate warehouse and carrier performance, using SAP to track discrepancies
- Communicate cross-functionally across departments with active listening and proactive leadership to correct errors and direct changes

Intern - Cell2Fire | Davis, CA **6/2021 - 5/2022**

- Identified and solved a key issue in the output of a forest fire simulator by writing an appropriate Python script and incorporating a Fortran program increasing fire propagation accuracy above 90%
- Automated the simulator's visual output using Python file objects and the OS module to streamline the input process, cutting 2 hours of work per trial run
- Created detailed instructions with images to access visualization tools in an HTML web-formatted document using Sphinx to support harvest planning research for mitigation of wildfire spread

Biomedical Research Intern - SFSU Bridges to Baccalaureate | San Francisco, CA **5/2018 - 8/2018**

- Presented research findings with data visualization insights at a poster symposium event with 300+ attendees, including university research professors and students, sharing in the development of important research topics
- Conducted experiments and collected data in Excel to test the effects of gene protein tags in cell signaling for potential cancer treatment insights as well as trials to test claims of PLE products protecting against UV radiation

Mathematics Tutoring | Oakland, CA **1/2020 - 8/2020**

- Designed lessons and tutored clients in mathematics and logic (including GED and GRE preparation) as an independent tutor, resulting in improvements of at least one letter grade

EDUCATION & PROFESSIONAL DEVELOPMENT

Data Analytics Apprentice - COOP Careers **2/2023 - 6/2023**

- Developed skills in the foundations of Data Analytics with 200 hours of workshops, led by 4 industry professionals, in Excel (Pivot tables, VLOOKUP), SQL, Tableau, R, and Python
- Cleaned and aggregated data in Excel to analyze movie budget and revenue data and make investment recommendations based on profitability by utilizing ROI calculations

University of California, Davis | Bachelor of Science in Applied Mathematics **12/2022**

- **Coursework**: *Mathematics of Data Analytics* - Ranking algorithms, classification, and optimization; *Machine Learning* - Polynomial Linear Regression, Logistic Regression, PCA, SVM-classification, K-means clustering, and Neural Networks in Python from scratch

Toastmasters | San Francisco, CA **8/2018 - 1/2019**

- Conducted and evaluated speeches in a group of 12-15 members and visitors as a member of Spanish Bilingual SF Toastmasters Club receiving positive feedback from experienced presenters
- Organized and led a 1.5 hr. meeting, keeping everyone engaged with a thoughtful topic and delivering a firm, but dynamic agenda to keep the program on schedule

SKILLS & CERTIFICATES

Programming: Python (NumPy, Pandas, Matplotlib), SQL (JOINS, Subqueries), C++, MATLAB
Software tools: SAP, Excel (VLOOKUP, Pivot Tables), Tableau, GitHub, PowerPoint, LaTeX
Languages: Fluent in English and Spanish
Certificates: Google Data Analytics Professional Certificate, Coursera Machine Learning Certificate