**Jeff Bertucci**

109 Mechanic Street Apartment C, Marlborough MA 01752

**jbertucci131@gmail.com**

**978-578-2984**

**SUMMARY**

Hard working and responsible master’s student seeking a career in data science. Fast learner with outgoing personality and strong academic track record. Enjoys independent work and working with a team. Ideal job would be working in a forward-thinking, quality driven environment that provides a variety of new challenges each day.

**EDUCATION**

**Syracuse University** 2018-2020

Master’s Data Science anticipated graduation Summer 2020

Part-Time

**University of Massachusetts, Amherst MA** 2011-2015

BA Political Science May 2015 Cum Laude

Minor in Philosophy; focus in Economics

**Awards and Activities**

Abigail Adams Scholarship

International Relations Club

**HARD SKILLS SOFT SKILLS**

* Microsoft Office including strong excel experience
* SQL/NoSQL database structures
* R programming
* Python
* Database conceptualization and Implementation
* Problem solving
* Visualization
* Able to explain complicated systems
* Fast Learner
* Strong oral and written communication skills

**WORK EXPERIENCE**

**IDG Communications** 2019-Pres

**Data Analyst**

Prepared Templated reports and visualizations for B2B Lead Generation operations.

* Prepared difficult reports and fielded requests from corporate clients such as Microsoft, Dell, Lenovo, and Intel.
* Served as point-person for any database universe requests
* Complied with GDPR and CCPA data governance restrictions

**Planet Fitness, Marlborough MA** *2015-2019*

**Assistant Manager**

Worked full time to maintain team morale and club presentability as well as providing service to club members

* Served as liaison between team members and club management to maintain positive work relationships
* Managed data and staff statistics into a weekly report
* Tracked and maintained the club’s weekly office supply and drink order
* Quickly and calmly resolved unique client concerns as they occurred through mediation and problem solving.

**Member Sales Representative**

Worked part time to sell gym memberships to prospective members while maintaining the fitness club

* Operated one-on-one with prospective members to get them the best suited membership
* Performed day to day maintenance and data entry to keep the club running smoothly

**VOLUNTEER EXPRERIENCE**

**Jamie Eldridge Reelection Campaign**

**Volunteer**  *2018*

Devoted 10 hours a week to help reelect State Senator Jamie Eldridge.

* Managed data to create maps for town canvass walks
* Went door to door to gauge support for State Senator Eldridge
* Performed data entry tasks as well as general office tasks.