

# JOEL SÁNCHEZ NÚÑEZ

— Data Management & HR Operations —



Costa Rica, Alajuela



+506 6106-6267



joelsanchez.email@gmail.com



LinkedIn



myResume@GitHub-Pages

## Skills & Knowledge

- Microsoft Office Suite | Excel (PT/VBA/Macros) | PowerBI | AWS | SQL | NoSQL | JSON & XML | Python | JavaScript | HTML | CSS | Git
- Process Flow & Management Tools : Jira | Trello | Slack | ORACLE SAP-HR Module | Siebel | Ariba | ServiceNow & CRM Tools
- Data Management & Analytics | Quality Assurance Testing | Agile Methodologies | Business Strategy | Relocations & Mobility Processes
- English & Spanish – Both, professional proficiency or above.

## Work Experience

### TransPerfect | Bilingual Interpreter (English <> Spanish)

Costa Rica | June 2023 - Present

- Provide accurate and timely interpretation services in both English and Spanish during meetings, conferences, and other interactions.
- Act as a liaison between clients, employees, and external partners, ensuring seamless understanding and smooth communication flow.
- Identify and address any potential misunderstandings or communication barriers that may arise during interpretation.
- Prepare for assignments by researching relevant subject matters to properly ensure accurate interpretation at all time.

### JPMorgan Chase & Co. | Data Analytics Specialist

Argentina | June 2020 - January 2023

- Optimize HR management through data analytics, statistical models and database management.
- Maintain an up-to-date roster of foreign national employees and their immigration status.
- Streamline immigration processes and workflows to improve efficiency and eliminate bottlenecks.
- Empower immigration and several HR teams across JPMC through engaging global training sessions to share immigration expertise.

### Globant | Immigration & Mobility Senior Data Analyst

Argentina | June 2017 - June 2020

- Provide detailed data analysis supported on various sources and databases, on foreign national employees working abroad.
- Manage foreign national employee database and provide metrics and budget estimates to hiring managers.
- Run and improve SQL queries for workforce analytics, recruiting, and immigration teams to update and maintain databases.
- Development and deployment of immigration website to provide information on mobility processes for company's expats and projects.

### Accenture | Business Operations Analyst

Argentina | June 2014 - June 2017

- Assessment and analysis of immigration reports, international relocations and mobility cases.
- Build detailed dashboards for immigration, recruitment, and HR teams.
- Policy development and talent pool management.
- Build and implement automation tools by using Python to optimize immigration processes, form fillings, petitions, etc.

## Education

### Universidad Santa María (Caracas, Venezuela)

Bachelor Degree in Corporate Communications

2002 - 2006

## Licenses & Certifications

- **Amazon Web Services**  
Certified Cloud Practitioner
- **Codecademy**  
SQL & Python Courses
- **CoderHouse**  
Web Testing and QA Fundamental Processes
- **Codo a Codo Initiative by City of Buenos Aires**  
Full Stack - Python Course
- **EOI Spain & Google**  
Web Analytics Course

For more information, please visit  
my full profiles by clicking below:

