Jose Zuno Martinez

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EDUCATION

GENERAL ASSEMBLY   **Riverside, CA**
Certification in Data Analytics   April 2023 - July 2023

NORTE VISTA HIGH SCHOOL   **Riverside, CA**
High School Diploma   August 2012 - May 2016

WORK EXPERIENCE

CUSTOM WHEEL ACCESSORIES   **Temecula, CA**
Business Analyst Associate   January 2023 - Current
- Utilize Excel to retrieve product information through lookup functions
- Conduct QA/QC inspections on newly arrived shipments of products
- Utilized SQL to extract and analyze trend lines, as well as profitable quarters' data. Provided strategic recommendations aimed at driving business profitability
- Gather, assess and refine data to find the least profitable product in order to request the right amount of product
- Examined qualitative and quantitative data to reveal industry competitors and gain insights for leveraging our advantages.
- Practiced visualization and presentation techniques under the supervision of leadership

EMERSON ECOLOGICS   **Moreno Valley, CA**
Inventory Procurement   June 2020 - April 2021
- Complete inventory checks to manage incoming and outgoing supply
- Train new employees in order to be able to meet the demand of picking 80+ lines per hour
- Accurately match barcodes to documents to ensure the customer receives precise orders
- Replenish shelves with available merchandise

G4S SECURE SOLUTIONS   **Riverside, CA**
Security Guard   November 2018 - June 2020
- Providing high level of customer service in the unarmed security industry
- Trained to react to specific situations effectively and efficiently
- Conduct hourly reports intended for review by the leadership team
- Established effective communication with colleagues and associates to prioritize the well-being and safety of every individual

ADDITIONAL

Technical Skills: SQL, Tableau, Microsoft Suite, Google Analytics, Clean and Prepare Data, Windows and MAC Proficient, PostgreSQL, Data Mining, Data Visualization and Reporting,
Languages: English, Spanish