

# Kaitlyn Olson

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## EDUCATION

**Utah State University | Jon M. Huntsman School of Business**  
Information Systems Major with an emphasis in Data Engineering

Logan, UT  
December 2022

- **GPA: 4.0** while working 20+ hours per week
- A-Pin Award for two years – maintained a 4.0 GPA with 15+ credit hours for 2 consecutive semesters
- Dean's List for all semesters – maintained a GPA of 3.5 or higher with a 15+ credit course load
- Relevant coursework: Business Communication, Making Decisions with Data, Database Management, Data Visualization with Tableau, Visual Data Analytics, Advanced Python Programming for Data Analytics

## TOOLS

### Advanced:

- SQL (Oracle, MySQL)
- Tableau Certified
- Python (AWS)

### Competent:

- PowerBI
- RapidMiner
- Microsoft Excel

## PROJECTS

**Data Visualization with Tableau | Dashboard Creator**  
*Mental Health Concerns in Utah*

Logan, UT  
Fall 2021

- Created an interactive dashboard, with a visual map for Health Departments to analyze and make action-oriented decisions for the counties and cities of high concern
- Gathered data from credible government sources to prepare a presentation regarding median income, mental illness rates, and suicide rates for each respective county in Utah

## WORK EXPERIENCE

**Utah State University Controller's Office**  
*Programmer/Analyst Intern*

Logan, UT  
February 2022 – Present

- Create reports and dashboards using SQL and Argos reporting tool to speed up university finance systems
- Verify the accuracy of financial data while testing, maintaining, and troubleshooting created dashboards
- Automate accounting, non-capital assets, and scholarship processes by coding exception reports

**Utah State University | Jon M. Huntsman School of Business**  
*Teaching Assistant – Advanced Database Management*

Logan, UT  
August 2022 – Present

- Responsible for assisting the Advanced Database Management course in collaboration with Dr. Mills
- Incorporate new ideas, such as exam questions to best prepare students for common SQL interview questions
- Active management of grading and lab assistance for 48 students while giving priority to detail

**Utah State University | Jon M. Huntsman School of Business**  
*Teaching Assistant – Data Visualization with Tableau*

Logan, UT  
January 2022 – Present

- Collaborate with Professor Siggard and other TAs to best assist students being introduced to Tableau
- Mentor students while providing them constructive feedback and suggestions to prepare for their final project
- Implement demo videos for students to reference while staying up to date on the latest features of Tableau

## VOLUNTEER / LEADERSHIP

**Green Canyon High School**  
*Drill Team Assistant Coach*

North Logan, UT  
June 2021 – May 2022

- Maintained a high level of leadership and professionalism while guiding individual improvement
- Offered positive reinforcement to team members to help athletes achieve their goals
- Supervised 36 athletes while using strong communication skills to model positive learning