

Kanisha Vaughn

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Proactive and results-driven *Data Project Manager* professional with **8+ years** of hands-on experience with data manipulation and programming, as well as **5+ years** of experience leading data implementations and data project management. Self-motivated technical manager, experienced in education technology solutions, project management, creating meaningful stakeholder partnerships, and devising key data strategies that remove organizational barriers.

AREA OF EXPERTISE

PostgreSQL • Google Apps Script • Python • Data-Driven Insight • Remote Management & Leadership • Data Visualization • Data Standardization/Cleaning • Process Improvement • Data Security • Project Management • RFP Development • Technical Communication to Non-Technical Audiences • Strategic Planning & Analysis

PROFESSIONAL EXPERIENCE

Freelance/Contracting – Remote

April 2023 - Current

Data Analyst/Data Engineer

Managed data analysis and project execution as a freelance/contract professional, specializing in Python, SQL, and data visualization. Coordinated all project phases from data collection to reporting, delivering actionable insights and optimizing outcomes. Collaborated closely with clients to tailor solutions that drive efficiency and support data-driven decisions.

- **Analyzed** data sets using Python and SQL in order to improve data accuracy and insight clarity
- **Developed** interactive data visualizations that increased stakeholder engagement, utilizing Looker Studio and Tableau
- **Managed** multiple data projects at once for clients, consistently meeting deadlines and client expectations
- **Customized** data solutions for clients, including custom API connectors and custom ETL pipelines

Branching Minds – New York, NY

May 2021 – April 2023

Director of Data Management

Charged with developing and leading the company's first team of data managers, while supporting our largest and most strategic school district accounts. Led high-level data strategy efforts by developing more efficient and effective data implementation and data management processes, while serving as the main point of contact for escalated data concerns.

- **Hired and led** a team of **9** data managers and data engineers
- **Reduced data implementation timeline by 50%** by partnering with cross-functional teams to develop a more engaging and data-driven implementation strategy
- **Restructured data department** to optimize role responsibilities and decrease employee burnout by reducing required workload from **82.5 hours per week to 37 hours per week**
- **Reduced data ingestion turnaround time from 16.7 days to 3.4 days** by introducing more programmatic tools for data cleaning such as SQL and Python using DataBricks
- **Managed largest and most strategic school district accounts**, including regular ingestion of data, ad-hoc reporting needs, and prioritization of competing data and product requests
- **Served as liaison between data and product/engineering teams**, providing input on product roadmap and prioritization based on data needs and customer feedback

Branching Minds – New York, NY

August 2018 – May 2021

Data Manager

Hired into a newly created position to manage increasing data needs and establishing relationships with data and tech contacts at school district customers. Single-handedly managed data needs for customers as the customer base grew to **120 school district accounts**.

- **Facilitated data implementation** process for all new accounts, setting up data integrations based on customer's data sharing requirements
- **Cleaned and ingested data files and student data** for rosters of up to **270,000 students**

- **Responsible for all ad-hoc reporting** using SQL to extract data from a PostgreSQL database to create custom exports aligned with customer requests
- **Revitalized customer health reports** by upgrading stale PDF usage reports into interactive dashboards with data updated on a nightly basis, displaying platform health, district insights, and data health monitoring
- **Proactively established data security program** including a customer offboarding process with deletion of PII, a data security training program, and implementing user access restrictions to sensitive applications
- **Developed custom API integrations** using Google Apps Scripts to share data between software without pre-established integrations including Intercom to HubSpot, Amazon S3 to AirTable, and AirTable to Slack

Programming Electronics Academy - Remote

August 2018 – August 2019

Technical Writer

Hired as a freelance, short-term technical writer to develop comprehensive instructional and technical materials that simplify complex electronics concepts for enthusiasts, while collaborating closely with academy coach and project managers to enhance user comprehension and engagement.

- **Collaborated with a team of 5 engineers and product managers**, ensuring 100% accuracy in the translation of technical jargon to user-friendly content.
- **Conducted monthly content reviews**, resulting in a decrease in user-reported errors and ensuring alignment with the evolving electronics industry.
- **Implemented user feedback mechanisms**, successfully gathering and incorporating feedback from over 1,000 end-users, which led to a 25% improvement in content clarity and applicability.

Carnegie Mellon University – Pittsburgh, PA

August 2014 – August 2018

Technical Academic Coordinator

Responsible for organizing the materials and resources utilized by the Electrical and Computer Engineering (ECE) department for student capstone courses, involving inventory, purchasing, and organization of electrical parts for students in addition to regular communication with students and professors.

- **Developed and managed logistical tracking system** which allowed for more streamlined resource management of electrical tools used by students of the ECE department
- **Single-handedly managed hardware and software technical support** for A/V broadcasts of courses to Silicon Valley, Rwanda, and China
- **Managed undergraduate labs** by maintaining cleaning, inventory, upkeep, and reservations of lab space

Carnegie Mellon University – Pittsburgh, PA

August 2016 – June 2017

Research Programmer

Stepped into the role of lab manager to take scheduling research participants, organizing research data, training research assistants, and data analysis. Facilitated two different labs, with the goal of developing a computational cognitive model to better our understanding of students' learning behaviors and increase scientific interest in student learning.

- **Developed Python code** to design psychological experiments
- **Directed and executed a human research study** by recruiting patients, overseeing procedures, and performing statistical analysis

EDUCATION

Bachelor of Science | Cognitive Science | Carnegie Mellon University | 2018

TECHNOLOGICAL SNAPSHOT

Microsoft Excel | Microsoft Word | Microsoft PowerPoint | Google Data Studio | Tableau | Python | HubSpot | DataBricks | AirTable