# LINDSAY PEOPLES

Denver, CO
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## Summary

Thorough and meticulous Data Analyst passionate about helping businesses succeed. Adept at extracting, transforming, and analyzing large datasets to produce actionable insights and reusable datasets. Excellent written and oral communication skills; capable of taking information from a wide variety of sources and effectively break down concepts in layman terms to diverse audiences.

## Skills

**Technical:** Python, SQL, JavaScript, HTML5, CSS, R, MATLAB, Statistical analysis
**Programs:** Tableau, Jupyter Notebook, PostgresSQL, Adobe Creative Suite, Google Analytics, MongoDB, Concur
**Professional:** Data analysis, Account Management, Communication, Time Management, Organization

## Projects

### Project 1 – Election Analysis | github.com/lbp12/Election_Analysis
- Assisting the election commission to audit the election results.
- The goal of this project was to create versatile script that can be used for any election to decide the outcome.
- Languages used: Python

### Project 2 – Belly Button | lbp12.github.io/BellyButton/
- An analysis of bacteria found in belly buttons to create a searchable database for Improbable Beef*.*
- The goal of this project was to develop data visualizations that show the top 10 bacterium types found in each volunteer's belly button. That way if Improbable Beef identifies a species as a candidate to manufacture synthetic beef with the volunteer will be able to identify whether that species is found in their navel.
- Languages used: JavaScript, HTML and CSS

### Project 3 – Bikesharing | github.com/lbp12/bikesharing
- An analysis of bike sharing data from New York City. Looking at key factors of how successful the bike sharing program is in New York City to prepare opening a similar program in Des Moines Iowa.
- The goal of this project was to create a story with tableau visualizing multiple points of data.
- Languages used: Python and Tableau

## Experience

**Partnership Manager**                                                    **March 2022 - Present**
**Virgin Experience Gifts**                                                    **Broomfield, CO**
- *Proactively managed partner accounts to develop strong business relationships, maximized sales and optimized performance in terms of BIM, quality, service, and innovation*
- *Researched and sourced new business partners to satisfy margin requirements of key clients and directed sales within required framework/brief*
- *Delivered initiatives to grow defined categories, overcoming challenges with pricing and availability*
*Key Accomplishments:*
  - *Successfully launched multiple new regions with new and existing product offerings*

**Corporate Travel Agent**                                               **January 2019 – March 2022**

**FCM Travel Solutions**                                                  **Denver, CO**

- *Created complex travel itineraries for over 40 different companies*
- *Analyzed and informed of all resources needed for international travel to travelers, such as passport, visa, and inoculation requirements, customs regulations, and currency exchange rates*
- *Communicated complex and ambiguous information to diverse audiences*
- *Advised and assisted travelers with schedule changes and flight cancellations*
- *Reviewed COVID international travel restrictions and informed clients*

*Key Accomplishments:*
  - o *Top 5 Agent within FCM US in 2021-2022*
  - o *Top 10 Novice within FCM US in 2019-2022*

**Dual Sales Coordinator**                                               **March 2018 – January 2019**

**Le Meridien + AC Hotel Denver Downtown**                               **Denver, CO**

- *Assisted in drafting contracts and addendums for group sales and created unique proposals for each group inquiry*
- *Distributed lead inquires for 12,000 sq ft of space and 495 guestrooms split between both hotels to ensure maximum revenue for each hotel*
- *Contracted room blocks of 10-20 rooms on peak*

**Executive Meeting Specialist & Catering Coordinator**                  **March 2017 – March 2018**

**Sheraton Denver Downtown Hotel**                                       **Denver, CO**

- *Supported in contracting and negotiation to aid managers to reach their goal and maintain profitability of the Catering department*
- *Detailed programs and event orders to ensure the clients have the best program and to enhance the client relationship for return business*

*Key Accomplishments:*
  - o *Received "Team of the Month" in June 2017*

**Sales & Marketing Assistant**                                          **June 2016 – March 2017**

**Beaver Run Resort and Conference Center**                             **Breckenridge, CO**

- *Established the Sales and Marketing Assistant training manual and developed training program in the sales and marketing department*
- *Aided in producing all marketing materials for entire property*
- *Managed social media accounts and Google Analytics page*

# Education

*March 2022 – August 2022*
*Data Analytics Certificate:* University of Denver, Denver, CO
A 24-week intensive program focused on gaining technical programming skills in Excel, VBA, Python, R, JavaScript, SQL Databases, Tableau, Big Data, and Machine Learning.

*August 2010 – May 2014*
*Bachelor of Science Hotel and Restaurant Management:* Northern Arizona University, Flagstaff, AZ
Graduated Summa Cum Laude