

# ELLENA JEAN

## DATA ANALYST

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### Skills

- SQL (MySQL, PostgreSQL)
- Python (Pandas, NumPy, Matplotlib, Jupyter Notebooks)
- Data Visualization (Tableau)
- Excel (VLookup, Conditional Formatting, Pivot Tables)
- Effective Communication
- Database Management
- Analytical Problem Solving
- Financial Analysis

### Projects

#### Data Visualization: House Sales in Washington

07/2023

##### Tableau, Excel (data cleaning)

- Designed an intuitive and user-friendly dashboard interface in Tableau, enabling users to explore house sales data by various dimensions, such as the distribution of bedrooms/bathrooms, average price, price by zip code, and the condition of the property.
- Conducted thorough data cleaning and transformation processes to rectify inconsistencies, missing values, and outliers, resulting in a clean and reliable dataset by using Excel.

#### Sales Analysis: Coffee Sales Excel Dashboard

07/2023

##### Excel (VLOOKUP, Pivot Tables, Slicers, Conditional Formatting)

- Implemented trend analysis tools to identify seasonal patterns, customer preferences, and top-selling products.
- Calculated profit margins, cost of goods sold (COGS), and other key financial metrics to assess the profitability of individual coffee products and make informed pricing decisions.
- Designed a visually appealing and intuitive Excel dashboard featuring interactive charts, graphs, and tables to provide a holistic view of coffee sales performance.

### Experience

#### Personal Banker

09/2022-Current

##### Jovia Financial Credit Union | Valley Stream, NY

- Conducted financial analysis of customer data to assess credit risk and recommend loan products.
- Utilized reporting tools, like Excel, to track and analyze customer activity and identify consumer trends.
- Conducted research with management on consumer preferences and behavior to determine which products would sell more.

#### Universal Banker

02/2019- 01/2022

##### Ridgewood Savings Bank | Bellmore, NY

- Utilized financial expertise to analyze client accounts and data, offering tailored recommendations for financial products.
- Demonstrated proficiency in data management and reporting via Excel, aiding accurate branch account balancing.
- Cultivated client relationships through proactive communication, enhancing satisfaction and loyalty.
- Contributed to streamlined workflows, implementing efficiency improvements for branch operations.

### Education

#### Generation USA | Remote

07/2022

##### Developer Bootcamp Grad

- Learned the core fundamentals of programming such as Python, and SQL

#### MBA: Business Administration with a Concentration in Finance

08/2020

##### Monroe College | New Rochelle, New York

- Relevant Coursework: Research & Statistics, Managerial Finance