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Professional Summary

Data & Business Intelligence Specialist with **10+ years in dashboards, data analysis, and workflow optimization**, plus **2 years of Python and AI-driven automation experience**. Skilled at building **Power BI dashboards, Excel automations, and Python pipelines** to convert raw data into actionable insights. Known for **reducing manual processes by 50%**, delivering **\$25K+ annual cost savings**, and empowering teams with real-time operational intelligence.

Core Skills

- **Data Analysis & BI:** Power BI • Excel • SQL • Data Cleaning & Transformation
 - **Automation & Workflows:** Python • Pandas • API Integrations • Workflow Optimization
 - **Visualization & Reporting:** Interactive Dashboards • KPI Tracking • Custom Reporting Systems
 - **Deployment & Tools:** Supabase • Git • Replit • Low-Code Data Applications
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Key Projects

- **Make Ready Digital Board (DMRB)** – Built Python and Power BI pipelines reducing unit turnover by 50% and improving data accuracy.
 - **Python Training Board (PTB)** – Developed interactive ETL simulation platform for data visualization practice.
 - **Blueprint Buddy** – Designed data blueprint generator to align operational KPIs with dashboard builds.
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Professional Experience

Service Maintenance Manager — MAA | Dallas, TX | *Jun 2023 – Present*

- Replaced spreadsheets with **Python-powered data models** to improve accuracy and reporting speed.
- Delivered **real-time Power BI dashboards** used by 20+ users across multiple teams.

Service Manager — RPM Living | Dallas, TX | *May 2022 – Jun 2023*

- Built automated **Excel + Power BI dashboards** to track KPIs, improving reporting efficiency by 70%.

Residential Renovation Lead — First Choice | Dallas, TX | *Jan 2021 – May 2022*

- Leveraged milestone-based tools to track performance data and improve scheduling accuracy.

Earlier Roles: Maintenance Technician II — American Community; Ops Assistant → Kitchen Manager — Universal Studios

Education & Certifications

- B.B.A. Computer Information Systems — Ana G. Méndez University (*In Progress*)
- IBM AI Engineering Certificate (*In Progress*)
- Python for Everybody — University of Michigan, 2025
- Python 3: Intermediate Track — Coursera, 2025
- Google Project Management Certificate — Coursera, 2025

Results Snapshot

- **50% faster execution** through automation and data pipelines
- **\$25K+ annual savings** from replacing manual processes with automated workflows
- **5+ dashboards** delivering actionable, real-time insights
- **50+ staff trained** in BI tools and data workflows