

# Maggie King-Cate

mkingcate@gmail.com • 425.232.0620

SUMMARY	I have a passion for statistics and strong skills in excel and R. I have experience manipulating small and large data sets. I love to learn, and I am eager to expand my knowledge of and experience with more analytical tools.		
EDUCATION	<b>Bachelor of Science</b> (2017) University of Puget Sound Biology Major, Math Minor, Chinese Emphasis Dean's List (2016-2017)  <b>Coursera Certificate Courses</b> Specialization: Applied Data Science with Python (in progress) Specialization: Big Data (in progress) Inferential Statistics (2016) Introduction to Probability and Statistics (2016)		
SKILLS	Excel   R Statistical Computing   SQL Queries   Confluence   Jira   Basic Python		
EXPERIENCE	<b>Empyrean Benefit Solutions</b> , Business Systems Analyst 2017 <ul style="list-style-type: none"><li>• Manage systems implementation and projects for a large insurance carrier</li><li>• Execute system configuration for carrier's clients and complete provision migrations</li><li>• Build change files and audit reports using SQL and Excel</li><li>• Create SQL queries to verify, extract, and clean data from several databases</li><li>• Perform issue investigation with focus on determining root cause</li></ul> <b>University of Puget Sound</b> , Math Dept. Assistant Jan 2017 – May 2017 <ul style="list-style-type: none"><li>• Tutor introductory and advanced statistics: topics range from basic statistical analysis to computing with R</li><li>• Grade for Calculus I, Introduction to Statistics, and Finite Math courses: includes analyzing students' work to determine partial credit</li></ul> <b>Labor Tubs Northwest</b> , Associate Aug 2012 – May 2017 <ul style="list-style-type: none"><li>• Manage office operations: phone calls, emails, client intake, appointment scheduling, and mailing</li><li>• Collaborate with web designer to overhaul website</li><li>• Analyze cost data for expense reports using excel</li><li>• Coordinate deliveries and pick-ups working intimately with expecting parents to provide comfort measures at their births</li></ul> <b>South Sound Eye Care</b> , Medical Assistant Jan 2015 – Sep 2015 <ul style="list-style-type: none"><li>• Organized office operations: scheduling, verifying insurance, pre-screening, detailed electronic medical records</li><li>• Maintained integrity and confidentiality of client data</li><li>• Worked closely with patients training for contact lens use</li><li>• Tracked daily revenue to ensure we met daily, weekly, and monthly goals</li></ul> <b>Technology Services UPS</b> , Print & Copy Assistant Jan 2015 – May 2015 <ul style="list-style-type: none"><li>• Supervised both school-wide and private print and copy jobs to completion</li><li>• Took detailed orders from up to 10 customers per shift</li><li>• Ensured quality control throughout each shift monitoring all steps of production</li></ul>		