MARY ANNA KIVENSON

OPERATIONS ANALYST | BROOKLYN, NY

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EXPERIENCE

Operations Analyst
Con Edison | Energy Efficiency and Demand Management

📅 Sep 2018 - Ongoing   📍 New York, NY

- Provides operations, communications, and analytics support for Energy Efficiency and Demand Management programs
- Writes Python scripts that automatically insert updates into SQL Server tables using API data, ensuring internal databases are up to date
- Reviews over 20 million dollars of invoice payments in Salesforce across various energy efficiency programs
- Reconciles an average of 50 data discrepancies in contractor project submissions each month through document review and Salesforce data validation
- Develops savings, expenditure, and forecast tracking reports for the Commercial Direct Install Program, which is responsible for over 80 GWh of energy savings annually

Analyst Aide
Con Edison | Brooklyn & Queens Project Management

📅 Jul 2014 - Aug 2018   📍 Brooklyn, NY

- Optimized the field visit scheduling procedure by creating interactive Tableau dashboards used by over 50 work managers on a weekly basis
- Trained and managed a team of six aides to track inaccessible company asset locations, saving up to $6 million in redundant site visit costs
- Slashed time spent on system reporting by 75% through automation with Excel formulas, macros, and VBA
- Performed KPI reporting for safety inspection/repair programs across the entire Con Edison service territory

Research Assistant
Brooklyn College | Physics Department

📅 Jan 2016 – Jun 2016   📍 Brooklyn, NY

- Researched the thermodynamics of binary aqueous solutions with the use of molecular dynamics simulations
- Executed over 35 C++ molecular dynamics simulations using the CUNY High Performance Computing Center
- Graphed and analyzed relationships between properties of solutions using a 2D plotting program
- Collected experimental data points and formulas from similar research publications to verify simulation results

PROJECTS

- Stock Performance Shiny Dashboard: R Shiny application that utilizes trading data, news article, search trend, and forecasting APIs to create an interactive performance overview for any stock input.
- Power Consumption Forecasting: Python project using household power consumption data to perform descriptive analysis and univariate time series forecasting (with the SARIMA and Prophet algorithms).

SUMMARY

Emerging professional with five years of data analysis experience earning a Master's degree in Data Science. Seeking opportunities to further enhance my expertise in analytics, machine learning, web-scraping, and data visualization.

EDUCATION

M.S. Data Science
CUNY School of Professional Studies

📅 2019 - 2020   📍 New York, NY

- 4.00 GPA
- **Coursework**: Advanced Programming Techniques, Data Acquisition and Management, Statistics for Data Science, Recommender Systems

B.S. Applied Mathematics
Brooklyn College

📅 2015 - 2017   📍 Brooklyn, NY

- Macaulay Honors Student, 3.53 GPA
- **Thesis:** Analyzing Internal Migration Using Centrality Measures
- **Honors Coursework**: Mathematical Modeling, Probability and Statistics, Advanced Calculus, Numerical Analysis

SKILLS

Programming Languages

- R
- Python
- SQL

Reporting Tools

- Tableau
- Power BI
- Salesforce
- Shiny

Microsoft Office

- Excel
- Word
- PowerPoint
- SharePoint