MARY ANNA KIVENSON

DATA ANALYST | BROOKLYN, NY

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SKILLS

- **Programming**: Python, R, SQL, VBA
- **Databases**: SQL Server, Snowflake, MS Access, PostgreSQL, BigQuery
- **Reporting Tools**: Tableau, Power BI, Excel, Salesforce, Shiny, Dash

EXPERIENCE

Data Analyst

First Republic Bank | Professional Loan Program

Aug 2019 - Ongoing New York, NY

- Automates reporting and data clean-up processes with Python, reducing time spent on manual and repetitive tasks by over 80 hours a month.
- Creates Tableau dashboards that identify and track deposit growth opportunities, loan pipelines, and KPIs.
- Supports regulatory compliance by automating personalized email reminders of required actions for in-process loan applications.
- Manages a centralized SharePoint site for data analytics resources and hosts information sessions for non-technical audiences, increasing engagement with reporting.
- Creates stored procedures in SQL Server, improving dashboard efficiency and reducing the time spent writing queries for ad-hoc data requests.

Operations Analyst

Con Edison | Energy Efficiency and Demand Management

Sep 2018 - Aug 2019 New York, NY

- Provided operations, communications, and analytics support for Energy Efficiency and Demand Management programs
- Wrote Python scripts that insert updates into SQL Server tables using API data, ensuring internal databases are up to date
- Reviewed over 20 million dollars of invoice payments in Salesforce across various energy efficiency programs
- Reconciled a monthly average of 50 data discrepancies in contractor project submissions through document review and Salesforce data validation
- Developed 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

SUMMARY

Diligent professional with seven years of data analysis experience and a Master's degree in Data Science. Seeking opportunities to further build my expertise in analytics, machine learning, and data visualization.

EDUCATION

M.S. Data Science

CUNY School of Professional Studies

2019 - 2020 New York, NY

- 3.97 GPA
- **Elective Coursework**: Predictive Analytics, Recommender Systems,

B.S. Applied Mathematics

Brooklyn College

2015 - 2017 Brooklyn, NY

- Macaulay Honors Student, 3.53 GPA
- **Physics Research Assistant:** Researched the thermodynamics of binary aqueous solutions with the use of molecular dynamics simulations. Executed C++ simulations, plotted simulation results, and collected experimental data from related publications.
- **Thesis:** Analyzing Internal Migration Using Centrality Measures
- **Honors Coursework**: Mathematical Modeling, Probability and Statistics, Advanced Calculus, Numerical Analysis

PROJECTS

- History of Energy Consumption Dashboard: Interactive visualization of historical energy consumption data, by sector, location, and energy type. Analyzes and compares sustainability within different areas and sectors.
- Indeed Skill Importance Analysis: Uses R to web scrape job listings from Indeed and identify top skills / geographic locations for Data Scientists.
- 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).