

MICHAEL NEFF



EDUCATION

Dec 2016
|
Dec 2020

● **Brigham Young University - Idaho**
Bachelors of Science in Data Science
3.9 GPA

📍 Rexburg, Idaho



DATA SCIENCE EXPERIENCE

June
2019
|
Current

● **Data Science Society**

Brigham Young University - Idaho

📍 Rexburg, Idaho

- Participated in a team that created a Shiny app on R Studio for SCOTs that helps teachers implement and understand surveys in the classroom
- Collaborated with team members via GitHub, Slack, and Google Sheets
- Discovered ways to use R-Studio to retrieve information from thousands of websites

April
2019
|
July 2019

● **Student Rep. Council - Data Team**

Brigham Young University - Idaho

📍 Rexburg, Idaho

- Analyzed and created surveys using Qualtrics, Excel, and R-Studio that captured the culture of the students
- Presented the results of our analyses to the university administrators and helped them make important decisions regarding the culture of the university
- Created a survey categorization R Shiny app that is designed to improve the productivity of the Data Team by 200%



WORK EXPERIENCE

Jan 2020
|
Current

● **Waddell & Reed Administrative Assistant**

Express Employment Professionals (785-749-7550) 📍 Lawrence, KS
📞 785-841-7676

- Tidied, standardized, and connected all client data on SmartOffice, Docupace, and DST Vision so my coworkers could finally work with a clean database and focus on their clients
- Improved my co-workers' efficiency by completing my tasks in a way that made it easier for the next person, such as automating Excel spreadsheets, organizing the office, standardizing client data entry, and creating a How-To manual
- Created dynamic reports on SmartOffice and Excel that helped my supervisor visualize her clients' data and make important decisions regarding them

June
2019
|
Aug 2019

● **MidWest Canvas Worker**

Ascend Staffing (435-833-9700)
📞 435-843-4480

📍 Tooele, UT

- Built great relationships with my co-workers (some bilingual) that allowed work to be easier and more enjoyable



CONTACT INFO

📞 (321) 961-4283

✉ nef16009@byui.edu

in [My LinkedIn Profile](#)

<https://www.linkedin.com/in/michael-neff-158795166>

PORTFOLIO

🔗 <https://github.com/mneff14>

🌐 [My Portfolium](#)

🌐 [My Excel Projects](#)

<https://portfolium.com/entry/my-excel-projects>

SKILLS

R, R-Shiny

SQL Python

C++

GDScript

MS Excel (Advanced)

MS PowerPoint (Advanced)

MS Word (Advanced)

SmartOffice

Docupace

DST Vision

Godot

- Worked consistently and punctually, making sure to start and finish on time, every time

June
2017
|
Jan 2019
(14
Months
Working)

● **Detroit Diesel Worker**

Ascend Staffing (435-833-9700)

📍 Tooele, UT

☎ 435-843-6000

- Excelled in abiding by procedures with top quality first, then efficiency next
- Learned processes quickly and became a great asset to each new area and team
- Befriended each co-worker and was able to have fun and work harder with each of them

Oct 2016
|
Jan 2017

● **Movie Theater Usher/Stub-Master/Cashier**

Premier Theaters Oaks Stadium 10

📍 Melbourne, FL

☎ 321-953-3388

- Happily cleaned the theaters, halls, bathrooms, and lobby with punctuality and quality
- Directed customers to their theater and the cleaning of theaters and changing of mylars
- Greeted customers warmly, making them a little happier while assisting them purchase tickets and concessions

Data Analysis
Data Wrangling
Data Visualization
Telling stories with Data
Answering questions with Data

Worldview Literacy
Integrity

Customer Service
Self-Motivation
Efficiency
Reliability
Improvement
Quick Learning
Cooperation
Detail-Oriented

Github
Slack
Google Teams



VOLUNTEER EXPERIENCE

April
2017
|
Current

● **Improv Comedy Theater**

Brigham Young University - Idaho

📍 Rexburg, Idaho

- Gained many valuable life skills by learning how to create well-structured scenes on the spot with my team
- Performed in many hilarious shows with my Improv team that spread many smiles
- Energized the audience and led Improv games as an emcee in many shows

September
2014
|
September
2016

● **Full-time Volunteer Representative**

The Church of Jesus Christ of Latter-Day Saints

📍 Boise, Idaho

- Committed hundreds of hours to community and individual service that created many strong friendships
- Overcame my anti-sociality by learning how to listen to and talk with my friends and strangers
- Magnified self-accountability in those around me by helping them to love and serve everyone



TUTORING EXPERIENCE

April
2017
|
July 2017

● **College Success Course Mentor**

Brigham Young University - Idaho

📍 Rexburg, Idaho

- Fostered intrinsic motivation within seemingly uninterested students by teaching them how to teach and learn from their classmates
- Provided instructive feedback for facilitators that improved their lesson plans
- Raised the class' view of their self-worth by making sure each student was seen, heard, and felt by the end of each day