

# ONAIL NISSAN

## PROFILE

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## EDUCATION

**Mesa Community College**  
**BS DATA ANALYTICS AND**  
**PROGRAMMING**  
08/2024 – 05/2026

**Glendale Community College**  
**A.A Business**  
08/2016 – 05/2020

## ATTRIBUTES

- Detail-Oriented
- Process-Driven
- Technically Proficient
- Strong Communicator
- Collaborative
- Customer-Focused

## SKILLS

- SQL
- Tableau
- Power BI
- Python
- Microsoft Office
- Data Entry & Management
- Data Analysis
- Troubleshooting
- Process Improvement

## CERTIFICATIONS

Google Data Analytics: Ask  
Questions to Make Data-Driven  
Decisions  
Issued by Google – April 2025  
Credential ID: MM9SEE9LZRDA

Google Data Analytics:  
Foundations: Data, Data,  
Everywhere  
Issued by Google – April 2025  
Credential ID: U1TGBO2UKJFQ

## PROFESSIONAL SUMMARY

Detail-oriented and technically skilled professional with a background in operations, finance, and data analytics. Experienced in streamlining workflows and supporting system improvements. Currently pursuing a B.S. in Data Analytics and Programming while building hands-on proficiency with tools such as SQL, Excel, Tableau, and Power BI to analyze data, support decision-making, and improve business performance.

## WORK EXPERIENCE

**Recordkeeper Trading Specialist** *Edelman Financial Engines, 04/2024 – 03/2025*

### Description

Managed financial documentation to ensure regulatory compliance while maintaining data accuracy through internal systems and Excel. Provided technical support and collaborated with cross-functional teams to streamline workflows, resolve discrepancies, and enhance documentation and reporting processes.

### Key Achievements

- Created standardized process documentation to improve team efficiency and consistency across financial operations.
- Developed onboarding materials and guides to help new employees navigate internal systems and procedures.
- Collaborated on a welcome program initiative to support new hires with clear expectations and company insights.

**Operations Manager** *Gyros Express, 08/2021 – 04/2024*

### Description

Oversaw daily restaurant operations, ensuring efficiency and consistency across shifts. Tracked inventory with Excel and conducted weekly stock checks to avoid shortages. Trained and onboarded new employees, and created clear procedures for cleaning, POS use, and counterfeit bill detection. Helped improve team performance through structured workflows and hands-on support.

### Key Achievements

- Improved customer experience, contributing to a noticeable increase in positive Yelp reviews during tenure.
- Maintained high health and safety standards, earning an A rating on every food inspection.
- Developed and implemented standard procedures to enhance restaurant cleanliness and organization.
- Boosted team efficiency and service quality through hands-on training and consistent operational guidance.

**Associate Banker** *Chase, 03/2018–07/2021*

### Description

Supported customers with banking transactions and account services while ensuring compliance with financial regulations. Handled cash, deposits, and wire transfers, educated clients on digital banking tools, and maintained accurate transaction records and daily reconciliations.

### Key Achievements

- Consistently exceeded customer satisfaction goals through Chase's Scorecard feedback system.
- Recognized for excellence with an A+ performance review every year of employment.
- Proactively identified and stopped multiple fraud attempts by coordinating with internal fraud prevention teams.