Craig Saiz MS | prestigeworldwidecr@gmail.com | github.com/prestigeworldwidecr | linkedin.com/in/prestigeworldwidecr

SQL | Python | JavaScript | VBA | C | Java | C++ | CSS | HTML English

Copilot | AWS Redshift | Github | Microsoft Power Platform | Adobe Suite | Jira | Tableau | Postman Spanish

Subject Matter Expert | HurixDigital | Dec 2024 - Present | New York, New York, United States

| Spearheaded the design and development of a blended learning program for Western Governor’s University

| Collaborated with subject matter experts, instructional designers and project management to create engaging and effective training

| Applied adult learning principles and instructional design methodologies to develop a series of interactive e-learning modules

Digital Impact Specialist | Nourish The Future | Oct 2024 - Present | Houston, Texas, United States

| Design infographics exposing food insecurity, distribution needs and seasonal availability in Texas

| Attend weekly check-ins and communicate progress on assignments

| Submit work for feedback and incorporate revisions

Software Engineer | Worky | Aug 2024 - Nov 2024 | Nuevo Polanco, Mexico City, Mexico

| Revised business requirements capturing key information for process mapping, programs and processes

| Managed directory additions, deletions, documentation, calendars and organizational charts

| Streamlined and centralized administration of requests, incidents, pre-payroll and recruitment

Data Entry Specialist | ManpowerGroup | Aug 2023 - Sep 2024 | Milwaukee, Wisconsin, United States

| Entered and updated firm related data manually into propriety system whilst ensuring accuracy and attention to detail

| Assisted in the data consolidation process by verifying, correcting, and organizing information from various sources

| Collected, analyzed and interpreted datasets from sources including spreadsheets to identify trends, patterns and key insights

Chairman | Prestige Worldwide Computer Repair | Aug 2019 - Aug 2024 | Las Vegas, Nevada, United States

| Attended collegiate sporting events to report live statistics

| Recorded statistics within proprietary platform using Sportradar application

| Completed iScout training modules in timely fashion

Sportsdata Journalist | Sportradar | Aug 2023 - May 2024 | Minneapolis, Minnesota, United States

| Created database schemas that represent and support business processes

| Studied existing business processes and software systems to troubleshoot problems, diagnose defects, and optimize performance

| Completed iScout training modules in timely fashion

Data Analyst | Federal Acquisition Strategies, LLC | Jan 2022 - Feb 2023 | Arlington, Virginia, United States

| Analyzed seized criminal data for the Office of the Inspector General OIG within the FCC for investigating fraud, waste and abuse

| Scrutinized data including finances, applicants, service providers and technical equipment surrounding the $7.171 billion ECF

| Wrote technical documentation describing every detail of a year's long exploits of four comprehensive reports

Data Specialist | Indiana University Bloomington | Nov 2020 - Jan 2022 | Bloomington, Indiana, United States

| Developed complex database queries to extract and analyze student data, generating reports for targeted student populations

| Transformed prospective recruitment data from university information requests into internally compliant format

| Created comprehensive training materials to equip teams with skills to effectively analyze recruitment data

Software Engineer | uGeo | Sep 2020 - Nov 2020 | San Francisco, California, United States

| Conducted proof-of-concept experiments involving mobile application API calls contributing to strategic initiatives for CEO

| Created database schemas that represent and support business processes

| Studied existing business processes and software systems to troubleshoot, diagnose defects and optimize performance

Senior Data Analyst | CoBro Consulting | Mar 2013 - Sep 2019 | San Diego, California, United States

| Polished and entered student data, including demographics, transcripts, and attendance records for 30+ school districts nationwide

| Developed an internal application to streamline quality assurance processes and improve data accuracy within the database

| Optimized data workflows by modeling relationships between school districts to increase efficiency and reduce redundancy

Corporate Trainer | Skillgate Learning Centres | Jun 2011 - Feb 2013 | Brisbane, Queensland, Australia

| Conducted IT training seminars to clients in multiple government agencies upon consultation with National Training Manager

| Developed tailored learning materials to address specific business challenges and enhance employee skills and knowledge

| Retrofitted Adult Education and Vocational Education Training AEVET database for training personnel

Learning and Development Specialist | Bridgepoint Education | Sep 2009 - Feb 2011 | San Diego, California, United States

| Identified the training needs of employees by analyzing their current skills and the organization's strategic goals

| Developed comprehensive training programs that address the identified needs

| Created engaging learning materials like presentations, videos and interactive exercises

Technical Sales Representative | Caspio | Jun 2009 - Aug 2009 | Mountain View, California, United States

| Followed the entire sales cycle, from prospecting and lead generation to closing deals and account management

| Demonstrated understanding of the technical specifications, features and benefits of the platform

| Develop strong relationships with customers, understanding their needs and preferences

Academic Tutor | Elite Prep | Jan 2005 - Apr 2008 | Cupertino, California, United States

| Delivered a strong understanding of the subject matter including core concepts, theories and problem-solving techniques

| Utilized a variety of teaching methods, including visual aids, practice problems and real-world examples

| Provided targeted support, personalized instruction and a positive learning experience for students

Associate Information Technology Analyst | AT&T | Jun 2007 - Jan 2008 | San Ramon, California, United States

| Programmed the call using the flowchart paths a caller can take based on their input

| Implemented error handling to guide callers back to the intended menu when they make incorrect choices

| Tested the Interactive Voice Recognition IVR system extensively to identify and fix any issues

Computer Technology Instructor | Saint Simon Parish School | Aug 2006 - Sep 2007 | Los Altos, California, United States

| Designed and developed comprehensive curriculum plans that aligned with educational standards and learner needs

| Delivered engaging and interactive lessons, lectures, demonstrations and hands-on activities

| Managed computer lab ensuring equipment functionality, troubleshot technical issues and provided support to students and staff

Database Specialist | United Way Silicon Valley | Dec 2004 - Apr 2005 | San Jose, California, United States

| Designed database structures to accommodate the organization's data needs

| Created tables, indexes, and relationships between data elements

| Integrated data from various sources into a unified database

Santa Clara University | Master of Science, Engineering Management | Jan 2008 | Software Engineering Specialization

UC Irvine | Bachelor of Science, Computer Engineering | Jun 2004 | Information and Computer Science Minor

Saiz, Craig, Moshfeghi, Mehran & Yu, Hua. "Content-based Retrieval of Medical Images with Relative Entropy." International Society for Optics and Photonics (SPIE), 5371, Medical Imaging: PACS and Imaging Informatics