Keszőcze Patrik

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Professional Experience

2023/09 – present	**Finance Clerck, Administrative Support Assistant** UNHCR Stabilization Team • Assisted in the migration of the ERP system to Oracle Cloud ERP. • Ensured accurate processing of Project Financial Reports by validating data from Country Offices. • Utilized MS Excel, Power BI, and Oracle Cloud for financial data management, reporting, and analytics. • Contributed to automation initiatives and business analytics to enhance data handling and efficiency.
2023/04 – 2023/07	**Data Analyst Trainee** ELTE Tin Lab • Performed data analysis using SPSS, Excel, and Python, focusing on reducing sampling errors and methodological improvements. • Created complex data visualizations in Power BI to convey insights. • Authored reports addressing methodological challenges, offering actionable recommendations.
2019/09 – 2022/08	**College Commitee Secretary** Collage for Advanced Social Science (Társadalomelméleti Kollégium) • Managed and authored successful tenders (NTP), ensuring proper budget planning and resource allocation. • Organized and led committee meetings, facilitating discussions and decisions on key projects with NGO's. • Supported various teams within the college, contributing to the overall academic and operational success.
2019/09 – 2023/06	**Game Master** Time Trap Escaperoom • Managed invoicing and automated newsletters. • Developed and maintained a revenue dashboard for tracking financial performance. • Led escape room games and team-building sessions.

Education

2019/09 – 2023/06	**Sociology Bsc** Eötvös Lóránd University • *pre-degree certificate stating that all course-units have been completed* • Relevant courses: Political Economy, Quantitative Data Analysis, Statistics, Data Collection, Data visualization
2019/09 – 2022/08	**College for Advanced Social Science (Társadalomelméleti Kollégium)** • Main focus on statistics, Data Analytics and Political Economy. • Gained practical experience in data analysis and academic research, applying statistical methods to social science studies.

Skills

Statistics / Data analysis
Descriptive statistics, Inferential statistics, Data cleaning, Regression models, Linear Algebra, ANOVA, T-tests, Correlation, PCA

Financial Administration
Oracle ERP, SAP, Accounts Payable Processes, IPSAS, Accrual Accounting

Academic Research
Writing, searching academic papers, publications, summaries.

Microsoft Office
Word, Excel, Power Point, Power Bi

Tender Writing
Tender Planning, Budgeting, Administrative tasks, Executive Planning

Data Analytics tools
Python (Numpy, Pandas, Matplotlib, Seaborn, Spyder, Jupyter Notebook), SQL (Relational Databases)

Languages

English
C1

Data Analyst Projects

Click here to access actual projects