

ROBYN MILLER

DATA ANALYSIS

SUMMARY

Financial professional successful at handling and processing confidential tax information for multi-million- and billion-dollar corporations, small businesses, and individual taxpayers. Areas of expertise include working with a team, providing innovative solutions, attention to detail, building strong relationships with customers and excellent time management. Proven track record of creative critical thinking to overcome challenges and strong decision-making skills.

PROJECTS

EXTRACT, TRANSFORM, AND LOAD (ETL) PROJECT

Languages: Python, Jupyter Notebook, Git, Matplotlib & PostgreSQL

Summary: Use web-scraping to extract the data from the source. Transform the data, cleaning it by removing unused columns, then loading into a database and joining data into one table

- Main goal of this project is Extract the data, then Transform data, finally Load it to PostgreSQL database.
- Web-scraping using BeautifulSoup
- Merging several datasets into one master dataset, through the use of Primary/Foreign Keys to properly merge tables.

STREAMING SERVICES ANALYSIS PROJECT

Languages: Flask, Python, JS, HTML, Jupyter Notebook, Git, Visual Studio Code, Heroku, & PostgreSQL

Summary: Extract, Transform and Load data into database. Develop web framework and deployment and create visualizations using data,

- Analyzing data with Pandas & generating functions
- Create webpage & framework using HTML, JavaScript & D3
- Web-scraping through BeautifulSoup.

MACHINE LEARNING (ML) TO STREAMING SERVICES ANALYSIS

Languages: Matplotlib, Flask, Python, JS, HTML, Jupyter Notebook, Git, Visual Studio Code, Heroku, & PostgreSQL

Summary: Machine learning approach for a further analysis of data. Create visualizations and analysis, while using API keys to load data into database and deploy findings to application

- Data visualizations & analysis using Masonry, Matplotlib and Tableau
- Incorporated Parallax feature on secondary webpages for additional user appeal
- Combination of web-scraping with BeautifulSoup and API keys to pull comparative data from several external sources

CONTACT



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Grand Rapids, MI



SKILLS

- Python (Pandas, Matplotlib)
- SQL (MySQL, Postgres)
- Git (GitHub, GitLab)
- HTML, CSS, Bootstrap
- Extract-Transform-Load (ETL)
- JavaScript
- Advanced Microsoft Office
- GIS mapping experience

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EXPERIENCE

DEPARTMENTAL ANALYST

Michigan Department of Treasury

March 2019 - Present

- Processing, analyzing and reconciliation of Essential Services Assessment (ESA) tax statements.
- Problem solving through the use of accurate articulation and interpretation of statutes related to the ESA.
- Providing analytical assistance to taxpayers, Certified Public Accountants (CPAs), and attorneys.
- Research and respond to analytical filings and contracts from external customers
- Develop and maintain written guidelines, instructions, forms and procedures based on existing processes and any new legislation.

PROPERTY ANALYST

Michigan Department of Transportation

May 2017 - March 2019

- Develop automated reporting from multiple data sources to improve report efficiency and data accuracy.
- Maintain statistics for public release in accordance to project status and progress.
- Proactively monitor and verify property data during the acquisition process.
- Serve as liaison at project-wide meetings and adjust reporting data accordingly.
- Work collaboratively with Windsor Detroit Bridge Authority team to maintain alignment on project status.

PROGRAM ASSISTANT

University of Florida

September 2015 - November 2016

- Coordinate program donations to bridge funding gaps following unforeseen budget cutbacks.
- Submit on-time monthly reporting to support grant funding and track program expenses and plan programs within budget.
- Handle a large volume of communication, both verbal and written, to coordinate with other departments to ensure seamless cooperation in community events.

EDUCATION

March 2021 - August 2021

MICHIGAN STATE UNIVERSITY

Data Analytics Boot Camp

August 2011 - December 2014

WESTERN MICHIGAN UNIVERSITY

Bachelors in Science

SOFT SKILLS

- Creative Problem-solving
- Collaboration & Teamwork
- Adaptability
- Strong Communication Skills
- Interpersonal Skills
- Demonstrates Time Management