

Ricky Dang

Entry Level Data Analyst

Motivated upcoming graduate with strong technical and analytical skills seeking entry-level role in Data & Business Analytics



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Scarborough, Canada



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SKILLS

CSS

Excel

Python

SQL

SAP

Tableau

Salesforce

HTML

JavaScript

INTERESTS

Basketball

Cooking

Video Games

EDUCATION

Business Technology Management Co-op

Toronto Metropolitan University

09/2019 - Present

Toronto, Ontario

- Fundamentals of Programming
- Web Design and Management
- Business Intelligence and Analytics
- Advanced e-Business
- Business Process Management
- Information System Security and Privacy

WORK EXPERIENCE

Financial Reporting Analyst Co-op

FGF Brands

09/2023 - 12/2023

North York, ON

- Validated and approved over 100+ major payments to companies daily, ensuring accuracy and compliance, with a cumulative value exceeding \$1,000,000 per day.
- Processed and verified over 50 utility invoices monthly, ensuring the accuracy of data from SAP and invoices, which resulted in a 15% reduction in billing errors per month.
- Conducted comprehensive analysis of commissions, resulting in a 10% increase in accuracy and a 20% reduction in errors, while providing actionable insights to supervisor.

Data Analyst Co-op

Fit for Business, Ted Rogers School of Management

01/2023 - 05/2023

Toronto, ON

- Analyzed qualitative and quantitative data from approximately 3,000 first year students to create and design various graphic visualizations on Tableau.
- Collectively saved 10+ hours per week for supervisor by using Excel and Tableau to analyze metrics and generate reports to provide insight on future decision-making planning.
- Troubleshoot technical issues for the department by providing support and insight to resolve problems within databases.

Business Technology Program Design Intern

Elevate

05/2022 - 08/2022

Toronto, ON

- Supported manager in the design, development, implementation, and delivery of micro-credential programs to aid in creating a successful program for students.
- Compiled data and coordinated information gathered from programs, which resulted in creating reports to aid in future decision-making planning to program curriculum.
- Consulted with multiple coordinators to moderate and facilitate live training sessions which resulted in students having smooth live training sessions with no issues.

PERSONAL PROJECTS

Capstone Project (01/2024 - 04/2024)

- Designed and implemented a web application featuring a login interface and monitoring system for Student Groups to submit forms and receive Admin responses. Utilized Appscript to integrate HTML, CSS, and JavaScript components, along with Excel and Forms for streamlined form submissions.

Student Engagement Site Revamp (03/2023 - 05/2023)

- Assisted in the redevelopment of the Student Engagement website by integrating a dynamic Tableau events calendar, which provided students with easy access to event registration and fostered great community engagement.