

# Ross Lojek

(978) 270-9444 | [rosslojek7@gmail.com](mailto:rosslojek7@gmail.com) | <https://rosslojek.github.io/> | [Linkedin.com/in/rosslojek](https://www.linkedin.com/in/rosslojek)

## EDUCATION

### University of Massachusetts Amherst

Amherst, MA

*Bachelor of Business Administration in Operations and Information Management*

May 2022

**Isenberg School of Management:** major in Operations and Information Management

**College of Social and Behavioral Sciences:** double major in Economics

**College of Information and Computer Sciences:** minor in Information Technology (IT)

- Cumulative GPA: 3.8; Dean's List; Florence Evans Bushee Scholarship; Essex County Agricultural Scholarship

## EXPERIENCE

### Data Analyst

Amherst, MA

*CAIA Association (Nonprofit)*

June 2022 - October 2023

- Built, maintained, and interpreted three robust executive dashboards on global nonprofit membership using Tableau and MS SQL Server, and developed KPI's for 13,000+ global members and 6,000+ annual candidates
- Led data analytics initiatives as only data manager within global organization, including creation and presentation of medium-term data analytics strategy to senior leadership and external consultants
- Enforced IT policies on data security, documentation, GDPR, and version control by standardizing processes in Excel and Tableau
- Identified significant membership attributes including geography, age, and industry, which allowed for targeted campaigns and resulted in 21% YOY growth in eligible membership candidates
- Provided critical, time sensitive updates, including board documentation, under cyclical high pressure situations
- Presented in PowerPoint for audiences of varying size and data literacy, from Ph.D researchers to support-roles
- Trained executive leadership 1-on-1 in business intelligence to ensure implementation of data driven decisions
- Engaged in IT project management around cybersecurity and risk analysis using agile and scrum frameworks

### Research Assistant

Amherst, MA

*University of Massachusetts*

August 2021 - May 2022

- Developed web scraping program in Python using pandas and BeautifulSoup libraries to collect data on online physician reviews, relevant to forthcoming work by Professor Rudolph Bedeley, Ph.D
- Instituted panel regression, NLP, and research methods to determine significant causal relationships
- Debug, document, and update inherited code using Spyder and Jupyter Notebook

### Teaching Assistant

Amherst, MA

*Business Communication Center*

September 2021 - May 2022

- Prepared and conducted weekly 50 minute lectures to class of 22 first year students, using PowerPoint and MS Word
- Coordinate regular 1-on-1 meetings to foster positivity and trust, allowing for effective constructive criticism

### Independent Commercial Fisherman

Newbury, MA

*Clam Fisherman*

June 2013 - May 2022

- Operated in a unique local economy that supports blue collar fishermen and coastal communities, while observing the impact of macroeconomic forces, including climate change and policy response
- Harvested shellfish under demanding physical and psychological conditions as independent and unsupported entity

## SKILLS AND COMPETENCIES

### Predictive Modeling, Visualization, and Programming

- Construct econometric, data mining, and machine learning models including multivariate regression and logistic regression, clustering, decision trees, etc.
- Develop logical reasoning in procedural and object-oriented paradigms, including iteration, branching, and recursion
- Document source code, BI workbooks, and Excel workbooks to increase transparency and ensure skill transfer

*Proficiency in: R, tidyverse, ggplot, dplyr; Python, pandas, numpy; Tableau; Java; C++*

### Leadership, Team Work, and Community Involvement

- Engaged with Tableau User Group Boston and attended events specifically around documentation and scale in BI
- Co-authored grant proposal to study climate change and ocean acidification on *M. arenaria* (soft shell clam)
- Elected captain of UMass Men's Club Soccer because of commitment and dedication to team and collective success
- Completed independent research on alternative wage setting algorithms to improve transparency in the gig economy

*Proficiency in: Microsoft Office, PowerPoint, Excel, Word; Google Workspace, Docs, Slides*