SIDNEY JULIAN

SJ

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EDUCATION

Bachelor of Science, Business Economics, Minors in Data Analytics & Sustainability   May 2023
UNIVERSITY OF ST. THOMAS - Saint Paul, Minnesota
- GPA 3.97
- Graduated Summa Cum Laude

City University of London - London, UK   Apr 2022

PROFESSIONAL SUMMARY

Detail-oriented quality professional with a strong background in technology, data analysis, and education. Skilled in environmental analysis and dedicated to promoting sustainability in these industries. Proven track record of effectively analyzing business processes and implementing solutions. Experienced team leader with a complex understanding of systems and people engineering concepts. Driven to succeed and make a positive impact.

EXPERIENCE

CORPORATE QUALITY INTERN, **SEAGATE TECHNOLOGY**, May 2022 - Current, Bloomington, Minnesota
- Collaborated on issue management project development and execution, including setting objectives, coordinating resources and road mapping plans by applying Design Thinking methodology.
- Built and managed SharePoint Webpages to improve company-wide project updates and communications.
- Analyzed project data to identify problem-related information for a streamlined issue management platform.
- Reconfigured and reviewed CSOPs, protocols and other documents to maximize compliance and verify conformance with internal and regulatory quality standards.
- Strategized with the continuous improvement team to optimize quality procedures and implement permanent corrective actions, resulting in increased efficiency and improved product quality.
- Communication chair for Womens Leadership Network, responsible for distributing all committee and member information.
- Internally recruited to the Employee and Sustainability Group, assed company waste and recycling processes and developed strategies to improve site-specific environmental footprints.
- Assisted recruiting internal auditors to perform a comprehensive full-audit cycle of various business processes such as control management, risk management, and compliance with industry standards and regulations.

STUDENT DATA AND REGISTRAR INTERN, **UNIVERSITY OF ST. THOMAS**, Mar 2021 - Jan 2022, Saint Paul, Minnesota
- Lead developer of a digital training platform that decreased staff workload by 20%, addressing onboarding gaps with a more efficient training process for new employees.
- Developed and initiated an improved tracking system for student worker tasks which delegated assignments and eliminated disorganization of work.
- Identified and resolved outdated language on multiple University websites, updated and re-coded pages using HTML.
- Collected and evaluated all registration forms, official transcripts and records from previous educational institutions for authentication.
- Engineered Excel spreadsheets to track inflows and outflows of diploma orders, payments, and addresses of recipients.
- Demonstrated outstanding customer service skills while answering phone and e-mail questions, always followed through with problem resolution.

RESEARCH

- Conducted student retention research using econometric and forecasting models.
- Researched consumerism culture and its environmental damage due to over-consumption of products.
- Minneapolis solar capacity and implementation plans research.

CERTIFICATIONS

- ISO 9001:2015 Internal Auditor Training
- Continuous Improvement Techniques
- ASQ Quality Tools - Plan-Do-Study-Act
- FEMA for Beginners
- ITS Employee Badge
- Data Analysis

SKILLS

- Business solutions development
- Microsoft Excel (Intermediate)
- Python (Beginner)
- SharePoint (Intermediate)
- Tableau (Intermediate)
- Power BI (Intermediate)
- HTML (Beginner)
- R (Intermediate)
- Salesforce (Beginner)