

Sophie Miller's CV

Sophie Miller

Business Analyst, Marketer, Fast Learner

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Currently

Developing proficiency in analysis at BYU-Idaho. Fascinated by the intersection of analytics and storytelling; where accurate data meets skillful presentation.

Specialized in

Database Management: MySQL, relational database design Data Processing & Analysis: SQL queries, Power BI, RStudio Programming: Python (data visualization with Let's Plot), Visual Studio Code Process Improvement: Report generation, workflow optimization Excel Expertise: Advanced formulas, macros, automation, data visualization

Education and Experience

Brigham Young University - Idaho Full-Time Student | Rexburg, ID *September 2020 - Present* Developed and optimized relational databases with MySQL Applied data visualization techniques using Power BI and RStudio for class projects Designed an invoice tracking system in Excel with macro automation for email invoicing Created reports with Python and SQL in Visual Studio Code

Brigham Young University - Idaho Teacher's Assistant | Rexburg, ID *January 2025 - Present* Reviewed and graded Excel-based assignments, reinforcing attention to detail and data accuracy

Integrated Business Core - “Gelly” Jar Candles Chief Operating Officer | Rexburg, ID *April 2024 - July 2024* Led operations and presented business strategy to investors, securing startup funding Spearheaded materials acquisition and inventory tracking using Excel, ensuring audit compliance Implemented data-driven decision-making processes to enhance operational efficiency

Idahoan Foods Marketing Intern | Idaho Falls, ID *April 2022 - July 2022* Created informational reports utilizing Adobe Illustrator Developed an infographic video on local mountain ranges to demonstrate familiarity with design principles and Adobe Creative Cloud software

Awards

‘2021’ 1st Place Winner 2021 *Pre-Professional Writing Conference*

Volunteer Experience

Church of Jesus Christ of Latter-Day Saints Volunteer Representative | Mesa, AZ *September 2022 - February 2024* Strengthened communication, leadership, and collaboration skills through daily interactions and service

Get Connected - Brigham Young University Idaho Student Support Representative | Rexburg, ID *April 2021* Organized and led service activities, assisting incoming students in acclimating to BYU-I Assisted with event logistics and team coordination, showcasing leadership skills