**Trevor Pye, BA [H] Economics**

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**www.trevor-resume.ca**

**Career Objective**

Seeking a Business Information Analyst position with Mainstreet Credit Union utilizing my mathematical, statistical and technical expertise to help your organization solve problems and optimize efficiency

**Skills**

* Advanced **Microsoft Excel** knowledge, including Data Tables, Pivot Tables, VLOOKUP, INDEX & MATCH, array formulas, logical functions, string functions and Writing Excel Macros in **VBA**
* Knowledgeable of **SQL** query syntax, including but not limited to, table joins, alias, and case statements
* Working knowledge of **VB** & **VBA** computer languages, including the ability to create applications and Macros in Microsoft office suite of applications
* Experience with **XML** & **JSON** data interchange syntax
* Proficient with **HMTL** & **CSS** with ability to create web pages and use Excel web query more effectively
* Capable of creating Mathematical & Statistical Models of the economy, industry, firm or individual behavior
* Conversant in standard financial accounting statements and common financial ratios

## Education

2010 **University of Windsor**

Bachelor of Arts in Economics with Honours

**Courses & Accreditations**

2018 Udemy – The Complete MySQL Developer Course

2018 Udemy – The Complete Financial Analyst Course

2017 Udemy – HTML5 Specialist: Comprehensive

2017 Udemy – Excel XML XPath and XSLT Workflows

2017 Coursera – Business Metrics for Data-Driven Companies

2016 Udemy – Ultimate Excel VBA

2015 Udemy – Macros & Excel VBA

**Experience**

**Cypher Systems Group, Windsor,** (October 2013 - Present)

## *Software Quality Assurance Analyst*

1. Create on demand reports directly form SQL databases of multiple internal proprietary applications
2. Responsible for data integrity of multiple EDI and API data transfers interchanges
3. Actively participated in the planning of projects, enhancement, maintenance release, and bug review or emergency changes to our proprietary business applications
4. Developed and execute formal test plans to ensure the delivery of quality software applications
5. Liaison with stake holders to coordinate system and product updates for the brokerage business units both internally and externally

**CANAM Special Risk Insurance, Windsor,** (June 2011 – October 2013)

## *Client Account Representative*

1. Travel Insurance underwriting, service, and sales
2. Assisted management with product development

**Investors Group, Windsor,** (December 2010 –June 2011)

## *Financial Consultant*

1. Completed comprehensive financial plans
2. Responsible for mutual fund sales and Life and Accident & Sickness Insurance sales consistent with comprehensive financial plan

**New Balance Windsor, Windsor,** (May 2007 – May 2010)

## *Retail Sales Associate*

1. Athletic footwear and apparel sales
2. Running clinic instructor
3. Inventory management, product reception and product returns

**McDonalds, Rodney,** (1998 – 2001)

## *Swing Manager*

1. Responsible to maintain cost effective staffing levels
2. Coordinated staff efforts to provide quality service
3. Trained new staff on company techniques and standards