Jane Doe

123 Main St, City, State, Zip | (123) 456-7890 | jane.doe@email.com | LinkedIn: linkedin.com/in/janedoe

Professional Summary

Highly driven Data Analyst with 4 years of experience in leveraging data-driven insights to drive business improvement and optimize overall performance. Proficient in statistical analysis, data mining, and predictive modeling. Skilled in interpreting and analyzing data to drive growth for companies A and B.

Skills

- Data Mining
- Statistical Analysis
- Predictive Modeling
- SQL, Python, R
- Tableau, Power BI
- Advanced Excel
- Machine Learning

Work Experience

Company B – City, State | *Data Analyst, June 2021 – Present*

- Designed, developed, and maintained robust data-analysis tools, contributing to a 15% increase in operational efficiency.
- Created data regression models, significantly improving the company's forecasting capabilities.
- Managed a data clean-up project, correcting and validating over 10,000 data entries.
- Presented data-driven reports to a team of top-level executives, influencing strategic decisions.

Company A – City, State | *Junior Data Analyst, May 2019 – June 2021*

- Assisted with the development and implementation of data-analysis software, leading to a 10% reduction in time spent on data collection.
- Conducted comprehensive data analysis on a 5-year business forecast, influencing company strategy.
- Developed monthly reports using advanced Excel features, reducing manual work for the team by 20%.

Education

Bachelor of Science in Data Science University Name, City, State, Graduated May 2019

Certifications

- Certified Data Analyst - Data Analysis & Visualization (DAV), 2019