

Xavier Quinn

Philadelphia, PA | willing to relocate
267.825.0722 | xaviertquinn@gmail.com | he/they
[LinkedIn](#) | [My Portfolio](#)

SUMMARY

Detail-oriented Data Analyst with 1+ year of experience in customer service and the nonprofit sector. Strong technical and analytical skills in data visualization, manipulation, and analysis. Excellent problem-solving, communication, and organizational skills. Passionate about leveraging data to discover patterns and meaningful insights.

SKILLS

SQL ▾ PostgreSQL ▾ Tableau ▾ Microsoft Excel ▾ VLOOKUP ▾ Pivot table ▾ Data analysis ▾ Data visualization ▾
Data modeling ▾ Communication ▾ Attention to detail ▾ Organization ▾ Problem-solving ▾ Creativity ▾ Teamwork ▾

WORK EXAMPLES

- [Through the DoorDash— Excel](#). Used Excel to analyze a 2.2k dataset for marketing insights that will increase the customer base and company revenue. Focused on age range of customers, total amount spent, average amount spent, and average customer use length. Provided marketing insights to further focus future campaigns.
- [World Happiness Report— Tableau](#). Explored correlations between corruption and freedom, and freedom and generosity to offer insights into the dynamics of happiness factors through data visualization.
- [Analyzing Music Artists and Tracks— GitHub](#). Conducted SQL queries for conclusions to music industry data.
- [Customer & Order Analytics— GitHub](#). Executed queries to obtain insights into monthly sales and product data, successfully addressing multiple inquiries and providing valuable business strategies.
- [Exploring Spotify Songs— GitHub](#). Constructed an organized table and performed multiple queries, extracting information about artists and songs for comprehensive industry analysis and evaluation.

EXPERIENCE

Freelance Data Analyst— *Upwork*, MAY 2023- PRESENT

- Analyzed data for key patterns, insights, and strategies using SQL and Excel, and visualized with Tableau dashboards and Excel charts
- Delivered actionable results for informed decision-making

Professional Development— *Career Break*, APRIL 2022- MAY 2023

- Developed proficient data analytics skills in SQL, Tableau, and Excel
- Created 10+ data projects with dashboards and insights

Barista— *Simply Fresh by McCaffrey's*, FEBRUARY 2022- APRIL 2022

- Provided customer service when preparing and serving beverages to 75+ customers a day
- Handled 100+ customer transactions promptly and accurately

Store Associate— *Savory Spice*, OCTOBER 2021- FEBRUARY 2022

- Delivered exceptional customer service by assisting 20+ customers a day
- Restocked inventory and on floor merchandise of over 50 products to meet demands

Employee— *Bucks County River Country*, AUGUST 2021- SEPTEMBER 2021

- Provided exceptional customer service to over 30 customers a day
- Processed 10+ reservations a day and managed the reservations system

Victim Services Advocate/Internship— *New Directions Center*, AUGUST 2020- OCTOBER 2020

- Categorized 100+ organization expenses according to its policies
- Tracked 50+ monetary and in-kind donations in accounting software

Tax Associate— *H&R Block*, DECEMBER 2019 - MARCH 2020

- Prepared financial statements for 5+ clients daily according to GAAP and other professional standards

- Maintained branch appointments by scheduling new and returning clients during 60+ calls daily

TRAINING

Data Analytics Accelerator, **Data Career Jumpstart**

Data Analytics Certificate, **Break Into Tech**

SQL: Querying and Managing Data, **Khan Academy**

Tableau Creator, **Tableau**