

First Last

Entry Level Data Analyst

WORK EXPERIENCE

Resume Worded, New York, NY

Entry Level Data Analyst

01/2015 – Present

- Automated 10+ manual processes using Python scripts, reducing 74% of the time spent analyzing data.
- Conducted an analysis of client behavior by developing reports based on sales data from 40+ geographies.
- Stored, organized, and examined 100 GB of data by creating a data warehouse using SQL Server and Excel.
- Developed a reporting tool in Python (Django), which replaced an existing system with 94% efficiency, to track website usage statistics across 120+ branch office locations

Growthsi, San Francisco, CA

Database Assistant

06/2010 – 12/2014

- Compiled database by creating index tables and documenting application functions in the first 20 days.
- Designed an innovative file system to track 8800+ active lead-generating web visitors, helping Growthsi to identify its national impact with a 92% accuracy.

VOLUNTEERING ACTIVITIES AND EXTRACURRICULARS

Resume Worded's Business Society, New York, NY

Software Trainer

06/2009 – 04/2010

- Provided product training for 70+ internal users of the company's latest software products.
- Organized training materials for 1300+ clients worldwide using Microsoft Office tools.

PROJECTS

Rethinking Customer Education

05/2009

- Discovered a 90% correlation between a well-educated client base and good product training.
- Established that customized business applications educate over 10K customers much better than traditional methods.

Improving Business Operations using Data

04/2009

- Developed a program to eliminate duplicate entries from the database of businesses with 92% accuracy.
- Organized spreadsheet information into detailed forms, which enables companies to reallocate 80% of their resources more effectively.

CONTACT

- Atlanta, GA (Open to Remote)
- +1-234-456-789
- email@resumeworded.com
- linkedin.com/in/username
- github.com/resumeworded

SKILLS

Hard Skills:

- Data Analysis (Advanced)
- Data Mining (Experienced)
- Data Visualization
- Programming
- Data Warehousing

Techniques:

- Data Analytics
- Statistical Data Analysis
- Chromatography

Tools:

- SQL
- Minitab
- Tableau
- Hadoop
- Python

- Don't forget to use [Resume Worded](#) to scan your resume before you send it off (it's free and proven to get you more jobs)

EDUCATION

Resume Worded University

Associate of Science

Mathematics

Boston, MA – 05/2010

Awards: Resume Worded Teaching Fellow (only 5 awarded to class), Dean's List 2012 (Top 10%)

OTHER

- Cloudera Certified Professional
- EMC Data Science Associate.
- INFORMS Certified Analytics Professional.