

First name Last name

333-456-5555 | your_name@gmail.com | linkedin.com/in/yourURL

Education

Ensign College

Associate of Computer Information Technology

Dec 2019

Salt Lake City,
UT

- GPA – 3.7
- Data Science Group Lead | Data Science Society

Tools

Advanced:

- CSS, HTML, C++
- JavaScript
- Microsoft Office

Competent:

- R, Python
- SQL
- Tableau & Tableau Public

Experiential Learning Projects

Data Science Society | BYU-Idaho

Student Data Analyst

Jan – Mar 2018

Rexburg, ID

- Analyzed and cleaned 9,000 lines of movie revenue data to identify trends in movie ticket sales for NBCUniversal
- Collaborated with diverse team to transform raw data into predictive model for movie ticket sales based on time of release, economic conditions, and weather patterns
- Presented model to company stake holders using Tableau and Tableau Public

Data Science Society | BYU-Idaho

Group Lead

Aug 2017 – May 2018

Rexburg, ID

- Saved Fortune 500 company \$300K up-front and \$60K annually by applying machine learning algorithm to predict online customer's purchasing propensity, which is now used in real-time
- Evaluated text of 3,600+ job descriptions and used supervised and unsupervised natural language processing tactics to recommend diverse applicant boosting words for Fortune 500 computer memory solutions company
- Pre-processed and analyzed data sets from selected Utah businesses and instructed team members on ETL, data mining, and visualization by creating tutorials that are now used in four classes

Work Experience

Utah Small Business Development Center

Business Analyst

Jan 2018 – Present

Rexburg, ID

- Increased small business sales by building automated marketing campaigns using Facebook, Google AdWords, and automated emailing applications
- Tracked advertising conversions and costs to ensure campaigns generated positive ROI
- Partnered with local tech company to build and administer nationwide phone survey of 40 cities to understand and improve short-term rental compliance software

Jackson Lumber

IT Administrative Assistant

Jun 2016 – Dec 2017

Salt Lake City, UT

- Enhanced trouble-shooting and communication abilities while providing timely phone and live chat technical support to dozens of campus students, staff, and faculty each week
- Trained and supervised daily workloads of 5 other student technical support assistants
- Created new student employee online orientation and ongoing training courses in Canvas, which led to a 35% decrease in call times and a 40% increase in positive customer ratings