



SKILLS SUMMARY

Technical – Python, R, Power BI, Tableau, VBA, MySQL, MS SQL Server, HubSpot, MS Office, MS Access

Analytical – dashboarding, automating business process, querying databases, machine learning

Problem Solving

- Developed custom VBA application reducing data entry to a minimum
- Innovated piano practicing strategy to accommodate for student's schedule while maintaining performance
- Rescued club from bankruptcy through use of income statements and securing funding from UofC
- Transformed tracking of merchandise and exam package sales with spreadsheet formulas

Leadership – Lead Teaching Assistant, VP Finance, Director of Operations & Finance, VP Administration

INTERPERSONAL SKILLS

- Excellent teamwork skills, communication, diligent, self-motivated, adaptable, constantly improving

EDUCATION & CERTIFICATIONS

Bachelor of Commerce, Business Analytics

Sep. 2016 – Dec. 2020

Haskayne School of Business, University of Calgary

- 3rd & 4th Year GPA: 3.20
- **Relevant Courses:** Data Management and Business Analytics \\ Gathering, Wrangling, and Analyzing Data in R \\ Decision Support Application Development with VBA Programming \\ Prescriptive Models in Business Analytics \\ Predictive Models in Business Analytics \\ Business Technology Management

2021 Complete Python Bootcamp from Zero to Hero in Python

Completed Nov. 2021

Udemy, Certification: [UC-c700b16c-044a-4233-90d8-dd68dof33175](https://www.coursera.org/verify/UC-c700b16c-044a-4233-90d8-dd68dof33175)

SQL – MySQL for Data Analytics and Business Intelligence

Completed Oct. 2020

Udemy, Certification: [UC-4341d093-2703-4776-ac23-6dfa9e41e07f](https://www.coursera.org/verify/UC-4341d093-2703-4776-ac23-6dfa9e41e07f)

Machine Learning: Hands-on Python and R for Data Science

Completed Jan. 2020

Udemy, Certification: [UC-VZJ45DNO](https://www.coursera.org/verify/UC-VZJ45DNO)

WORK EXPERIENCE

Growth Intelligence Analyst

Feb. 2021 – Oct. 2021

Digital Magenta Inc. | Calgary, Alberta

- Created workflow to automate 90% of a client's lead handoff process
- Built dashboards on HubSpot to visualize marketing attributed revenue, time in deal stages, revenue by closed won, time sales reps spend in each deal stage
- Collaborated in creating deal, ticket, and payment pipelines to increase data tracking and integrity

Lead Teaching Assistant (Business Technology Management 317)

May 2020 – Jun. 2020

Teaching Assistant (Business Technology Management 317)

Sep. 2019 – Apr. 2020

Haskayne School of Business | University of Calgary

- Introduced Apriori algorithm to show application of the business analytics degree
- Co-created Power BI assignment
- Assisted 120+ students for bi-weekly 3-hour tutorials
- Graded assignments and handled all appeals for regrading

Camp Counsellor

July 2018 – Aug. 2018, July 2019 – Aug. 2019

Salem Acres Bible Camp | Big Valley, Alberta

- Developed custom VBA application to record and organize each person's temperature for AHS regulations; reduced data entry to 90 min/week
- Implemented Excel spreadsheets to track child's account balance, store's inventory, and sales

Piano Instructor

Sep. 2016 – May 2018

Music Makers | Calgary, Alberta

- Developed innovative teaching methods beyond conventional expectations to teach music theory to piano students
- Devised practicing strategy to accommodate for student's school schedule while maintaining expected performance
- Created practice log to encourage students' willingness to practice; receive positive feedback from parents
- Outstanding student results: Examiner awarding honors and giving praise for student's musicality

EXTRACURRICULAR

Vice President of Administration

May 2019 – Dec. 2020

Power to Change, Students' Union | University of Calgary

- Implemented strategy that increased engagement with 1st years by 25% at annual kick-off party
- Redesigned weekly email template for 200+ subscribers

Junior Analyst

Jan. 2020 – May 2020

Business Technology Club | University of Calgary

- Experience with SAP Ariba (ERP Software)
- Assisted teammates in creating ServiceNow Knowledge reports to use SAP Ariba

Vice President of Finance

May 2017 – May 2019

Project 90, Schulich School of Engineering | University of Calgary

- Increased club's grant income from \$1,450 to \$8,000 (450% improvement)
- Implemented use of income statements to help members clearly allocate proposed budget, 10-20% surplus at project end
- Introduced sending update reports and disclosing expenses to club donor

Director of Operations and Finance

May 2017 – May 2018

Commerce Undergraduate Society (CUS) | University of Calgary

- Completely digitized attendance, exam package sales, and merchandise records
- Recorded 100+ volunteers' office hours, tracked sales of 1,500+ exam packages, and sales of 150+ merchandise
- Improved aesthetic and design of spreadsheets to encourage usability
- Managed \$1,000+ cashflow per month
- Significantly improved semester-end audits through use of spreadsheets

E-File and Client Relations

Feb. 2018 – April 2018

Volunteer Tax Program, Students' Union | University of Calgary

- Filed 200+ personal tax returns for low-income individuals for 50+ clients per week

AWARDS

- 3rd Place in SAFE (Safe & Affordable Financial Engagement) Case Competition **Feb. 2018**
- Certificate of Achievement with Distinction in French Immersion **June 2016**
- Gold Duke of Edinburgh Award **Sep. 2014**