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1-PAGE RESUME

Daniel Reyes

DATA ANALYST

(555) 318-4402 | daniel.reyes@email.com | Austin, TX | linkedin.com/in/danielreyes

PROFESSIONAL SUMMARY

Detail-oriented data analyst with 5+ years of experience turning sales, customer and operations data into clear reports and dashboards. Skilled in SQL, Excel and Tableau, with a strong record of finding cost savings and helping teams make faster, data-driven decisions.

CORE SKILLS

Technical: SQL, Python (pandas), Advanced Excel, Power Query, Data Cleaning, A/B Testing
Reporting: Tableau, Power BI, Looker Studio, KPI Dashboards, Forecasting
Professional: Stakeholder Communication, Presentations, Project Planning, Training

WORK EXPERIENCE

Data Analyst — Mar 2022 – Present
Lone Oak Analytics, Austin, TX

- Build weekly sales and margin dashboards in Tableau used by 40+ managers
- Wrote SQL reports that cut monthly reporting time from 3 days to 4 hours
- Found pricing gaps that saved clients $180K in the first year

Junior Data Analyst — Jun 2019 – Feb 2022
Cedar Lane Retail Group, San Marcos, TX

- Cleaned and merged store data from 25 locations into one reporting database
- Created Excel models to track inventory and reduce overstock by 12%
- Prepared monthly performance reports for the regional leadership team

Operations Assistant — Aug 2017 – May 2019
Brightway Logistics, Round Rock, TX

- Tracked delivery times and customer issues in shared spreadsheets
- Helped launch a new order system for a team of 30 drivers

EDUCATION

B.S. in Statistics — 2013 – 2017
Hill Country State University, Austin, TX

CERTIFICATIONS & LANGUAGES

Google Data Analytics Certificate, 2023
Tableau Desktop Specialist, 2022
Languages: English (Native), Spanish (Fluent)

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WORK EXPERIENCE

Data Analyst — Mar 2022 – Present
Lone Oak Analytics, Austin, TX

- Build weekly sales and margin dashboards in Tableau used by 40+ managers
- Wrote SQL reports that cut monthly reporting time from 3 days to 4 hours
- Found pricing gaps that saved clients $180K in the first year
- Train new team members on SQL basics and dashboard best practices

Junior Data Analyst — Jun 2019 – Feb 2022
Cedar Lane Retail Group, San Marcos, TX

- Cleaned and merged store data from 25 locations into one reporting database
- Created Excel models to track inventory and reduce overstock by 12%
- Prepared monthly performance reports for the regional leadership team
- Automated daily sales emails with Power Query, saving 5 hours each week

Operations Assistant — Aug 2017 – May 2019
Brightway Logistics, Round Rock, TX

- Tracked delivery times and customer issues in shared spreadsheets
- Helped launch a new order system for a team of 30 drivers

KEY ACHIEVEMENTS

- Cut monthly reporting time by 85% with automated SQL reports
- Saved clients $180K by finding pricing gaps in sales data
- Reduced store overstock by 12% with new inventory tracking models

EDUCATION

B.S. in Statistics — 2013 – 2017
Hill Country State University, Austin, TX