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WHARTON, NEW JERSEY 07885



**Bold Profile** 

#### **EDUCATION**

Certificate
Google/ Data Analyst
Professional Certificate,
Online, Colombia
2024

Degree, Accounting **Surcolombiana University**,
Colombia
2020

## **LANGUAGES**

English Spanish

# **ANGELA MENESES**

## **SKILLS**

- SQL
- Excel
- R (Basic)
- SQL Databases
- Statistical Analysis

- Tableau
- Statistical knowledge
- Data Cleaning
- Analytical Problem Solving

#### PROFESSIONAL SUMMARY

I'm an enthusiastic and organized entry-level data analyst with a problem solving and analytical mindset. I'm passionate about continuous growth and self-improvement. My portfolio showcases my ability to transform data into actionable strategies and solutions. I thrive in collaborative environments and love being part of a team where I can contribute my skills and learn from others.

# **WORK HISTORY**

### **Data Analyst**

- Worked on various data projects during coursework, utilizing SQL to write queries
  to extract, clean, and manipulate data from databases. Experienced with basic
  retrieval, filtering, aliasing, arithmetic operations, comparisons, formatting,
  aggregation functions, GROUP BY and ORDER BY clauses, joins, conditional
  statements, and datetime operations.
- Improved decision-making processes with accurate data analysis using pivot tables and visualization tools in Microsoft Excel.
- Used statistical methods to analyze data and generate useful business reports.
- Utilized data visualization tools like Tableau to effectively communicate business insights.
- Actively learning and improving R programming skills.

#### June 2022 - Current

#### Special Needs Nanny, New Jersey

- Managed challenging behaviors effectively, utilizing techniques and strategies, using sign language and visual aids. and Increased independence in daily living activities by teaching self-care skills such as dressing, grooming, and hygiene management.
- Fostered emotional well-being through active listening, validation, and encouragement during difficult moments or transitions. Maintained open lines of communication with parents, providing regular updates on their child"s progress.

