

Michael Patel

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Objective

Seeking an entry-level data analyst position that will enable me to use my critical thinking skills, diverse technical background, and contribute to a team that is working to improve the world around them.

Education

University of Colorado - Boulder

B.A. Economics
Minor Information Science

AUG 2017 - MAY 2021

Work Experience

Store Consultant

FedEx Office

JAN 2020 - MAY 2020

- Pack, seal, label, and affix postage to shipping materials. Ensure proper handling of each package.
- Determine shipping method for materials, using knowledge of shipping procedures, routes, and rates, in order to assist customers.
- Monitor front and back of store for operational efficiency, including machine functionality.

Independent Contractor

ACTenviro

DEC 2018 - OCT 2019

- Comply with prescribed safety procedures and federal laws regulating waste disposal and transportation methods.
- Transport contaminated waste to designated shipping or testing facilities.
- Ensure proper packaging of hazardous materials to be used for testing or disposal.

Operations Intern

The FlyFisher Group

MAY 2018 - AUG 2018

- Conduct research, analyze data and prepare reports for consideration and presentation by executives, committees, and boards of directors.
- Perform general office duties, such as maintaining records management database systems, performing basic bookkeeping work, and ordering supplies.
- Transport goods to the mountain office, in order to keep good communication between the two offices.

Skills

Coding Languages

Python
R
HTML/CSS
JavaScript

Software

Tableau
Microsoft Office