



Joon Miller

Data Analytics Intern

📞 (512) 555-1234 ✉️ joon.miller@example.com
🌐 linkedin.com/in/joonmiller 📍 Austin, TX 78701

STRENGTHS

- Analytical Skills**
Adeptly assessed data metrics, leading to timely recommendations that fueled project advancements.
- Problem-Solving**
Cultivated proactive solutions amid challenges, building confidence among stakeholders in shared objectives.
- Communication**
Articulated analytic insights effectively, bridging gaps between data specialists and non-technical team members.
- Collaboration**
Successfully worked with peers to enhance project outputs, establishing paths for continued partnerships across departments.
- Attention to Detail**
Focused diligence on data accuracy contributed significantly to foundational research trustworthiness.

SKILLS

- Data Analysis SQL
- Microsoft Excel Data Visualization
- R Python Market Research
- Report Generation
- Commercial Real Estate
- Statistical Analysis
- Critical Thinking Dashboards
- Data Cleaning
- Cross-functional collaboration
- Investment Strategies
- Analytics Tools

SUMMARY

Detail-oriented Data Analytics Intern with a strong foundation in data science and an eagerness to leverage analytics for impactful business decision-making. Currently pursuing a degree in Data Science, capable of delivering hands-on insights derived from rigorous market research. Experience in collating comprehensive reports and utilizing advanced analytics tools like SQL and Python makes ready for supporting strategies within the commercial real estate sector. Passionate about ensuring data integrity through diligent management practices and applying critical thinking skills to uncover investment opportunities. Enthusiastic about collaborating with cross-functional teams, providing actionable intelligence that drives growth.

EDUCATION

Bachelor of Science in Data Science
University of Texas at Austin 🎓 GPA: 3.8 📅 2026 📍 Austin, TX
Coursework: Data Mining, Statistical Analysis, Machine Learning, Market Research

TECHNICAL SKILLS

- Data Analytics Tools:** SQL, Python, R
- Microsoft Office Suite:** Excel, PowerPoint, Word
- Data Visualization Tools:** Tableau, Power BI, Looker
- Statistical Methods:** Regression Analysis, Hypothesis Testing, Descriptive Statistics
- Data Management Systems:** MySQL, PostgreSQL, MongoDB
- Project Management Platforms:** Trello, Asana, JIRA
- Business Intelligence Frameworks:** Google Analytics, Microsoft D365, SAP BI
- Research Methodologies:** Qualitative, Quantitative, Mixed-methods
- Presentation Software:** Prezi, Visme, Canva
- Ethics in Data Science:** Privacy Laws, Compliance Guidelines, Data Protection

EXPERIENCE

Data Analytics Intern
University Project 📅 January 2026 - Present 📍 Austin, TX

- Support various functions by conducting data analyses related to commercial projects, generating comprehensive reports and dashboards that aid strategic decisions.
- Conducted extensive market research on commercial real estate trends, defining key risks and opportunities that informed strategic initiatives.
 - Developed dynamic reports and visual dashboards using Excel, facilitating insights that enhanced investment decision processes.
 - Collaborated closely with finance and asset management teams on projects driven by data analysis, boosting overall project outcomes.
 - Ensured high-quality data standards by performing routine validation and cleansing operations, strengthening data credibility across platforms.
 - Utilized advanced analytics tools like SQL and Python to distill relevant insights from complex datasets, greatly benefitting stakeholder engagements.
 - Presented actionable findings to leadership, articulating data-driven recommendations that supported profitable business directions.

Research Assistant
Academic Research 📅 September 2025 - December 2025 📍 Austin, TX

Contributed to academic projects exploring market dynamics using quantitative approaches, ensuring data reliability and compliance throughout.

LANGUAGES

English Native

Spanish Intermediate

MY CAREER



- Data Analytics Intern at University Project (7 Months)
- Research Assistant at Academic Research (3 Months)
- Student Data Analyst at Capstone Project (4 Months)

- Assisted in gathering and analyzing diverse data sets for commercial real estate studies, demonstrating competency in SQL and R programming.
- Executed thorough statistical analyses that identified significant market trends, feeding into scholarly articles aimed at publication.
- Created compelling visual aids using specialized tools, helping communicate research results clearly to varied audiences.
- Played an active role in team meetings with faculty members, enhancing collaboration and drive for collective excellence.
- Diligently managed research data, ensuring adherence to standards of accuracy and dependability.
- Engaged actively in ongoing project discussions, adapting methods based on interim analytical findings.

Student Data Analyst

Capstone Project 📅 January 2025 - May 2025 📍 Austin, TX

Led capstone analysis focused on extracting market insights that directly benefited client investment strategies while fostering peer learning.

- Implemented a detailed study on market behaviors in real estate, formulating proposals tailored for stakeholders seeking investment avenues.
- Employed Microsoft Excel and SQL tools throughout the project lifecycle, deriving metrics that underscored data findings.
- Designed and delivered a well-received project presentation showcasing analytical results, earning acknowledgments from faculty regarding clarity.
- Facilitated peer feedback sessions, enriching collective knowledge and engaging in constructive discussion around analytical methodologies.
- Applied non-linear thinking to qualify data sources critical to establishing solid bases for conclusions rendered in studies.
- Exposed to latest trends in real estate analytics via workshops on machine learning applications, expanding practical data use agents.

LEADERSHIP & AWARDS

- Dean's List, University of Texas at Austin, 2025
- First Place, Data Science Hackathon, 2025

CERTIFICATIONS

- Microsoft Excel Certification 📅 2025
- SQL for Data Science 📅 2025

PROFESSIONAL AFFILIATIONS

- Member, Data Science Society, University of Texas at Austin
- Volunteer, Peer Mentor Program, University of Texas at Austin

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST