



Sophia Morgan

Intern - Data Analyst

📞 (312) 555-9876 ✉️ sophia.morgan@example.com

🌐 linkedin.com/in/sophiamorgan 📍 4568 Elm St, Chicago, IL 60616

SUMMARY

Detail-oriented data analytics intern committed to transforming complex data into actionable insights. Passionate about conducting thorough analysis, ensuring accuracy, and effectively presenting results to drive informed decision-making. Notable experience includes collaborating on academic projects that utilize statistical techniques to explore data trends and enhance business strategies. Eager to expand knowledge through hands-on experience while dedicated to contributing innovative ideas within a dynamic team. Recognized for the ability to balance multiple tasks and meet deadlines in fast-paced environments. Excited to leverage analytical skills in shaping data-driven solutions.

EDUCATION

B.S. in Data Science

University of Illinois at Chicago 🎓 GPA: 3.8 📅 2023 📍 Chicago, IL

Coursework: Data Analysis, Data Visualization, Statistical Methods, Python Programming

TECHNICAL SKILLS

- **Data Analysis Tools:** Excel, Tableau, Python
- **Statistical Analysis Software:** R, SPSS, SAS
- **Project Management Tools:** Trello, Asana, Microsoft Teams
- **Reporting Tools:** Power BI, Google Looker
- **Database Management:** MySQL, PostgreSQL, SQLite
- **Data Cleaning Techniques:** OpenRefine, DataWrangler, Talend
- **Programming Languages:** Python, R, SQL
- **Visualization Tools:** Matplotlib, Seaborn, D3.js
- **Machine Learning Frameworks:** scikit-learn, TensorFlow, Keras
- **Cloud Services:** AWS, Google Cloud Platform

EXPERIENCE

Data Analytics Intern

Insightful Analytics 📅 June 2023 - Present 📍 Chicago, IL

Engaged in data analysis processes emphasizing trend identification and data interpretation to support various projects. Collaboration with cross-functional teams nurtured development of data-driven solutions tailored to address unique business challenges. Successfully managed large datasets while ensuring high standards of data integrity through rigorous cleaning practices.

- Conducted thorough data analysis fostering identification of vital trends supporting project initiatives.
- Collaborated with teams to design pragmatic data-driven solutions addressing diverse business challenges.
- Developed visually engaging reports and presentations facilitating effective communication of findings.
- Assisted in sustaining data integrity through comprehensive validation and cleaning procedures.

Academic Project: Data Analysis for Retail

University of Illinois 📅 September 2022 - May 2023 📍 Chicago, IL

Analyzed substantial sales data sets, deriving insights intent on shaping marketing strategies. Eventual presentation of findings emphasized clarity thus supporting stakeholder decision-making.

- Utilized Excel and Python for extensive data manipulation enhancing reporting accuracy and clarity.
- Identified patterns within sales data fostering tactical approaches in reaching target audiences.
- Communicated insights effectively to stakeholders influencing strategic marketing decisions.

STRENGTHS

- 🧠 **Analytical Thinking**
Excelled at dissecting problems using logical thought processes which often led team discussions toward valuable insights.
- 👥 **Team Collaboration**
Gained recognition for simplifying conflicts among peers and encouraging open communication to yield efficient solutions.
- 🕒 **Time Management**
Successfully balanced coursework and internship responsibilities, proving reliable in adhering to tight schedules.
- 🔪 **Data Cleaning Skills**
Cultivated assets in data cleansing methods, which were crucial in maintaining report accuracy for all shared data insights.
- 📊 **Presentation Skills**
Recognized by faculty for creating engaging and predictable university presentations boosting peer understanding.

SKILLS

Data Analysis Data Visualization

Excel Tableau Python

Statistical Techniques

Problem Solving Critical Thinking

Data Cleaning Report Writing

Dashboard Development

Data Integrity Collaboration

Trend Identification

Presentation Skills

Repository Maintenance

LANGUAGES

English Native

Spanish Intermediate

MY CAREER



● Data Analytics Intern at Insightful Analytics (2.9 Years)

● Academic Project: Data Analysis for Retail at University of Illinois (8 Months)

● Project Intern at Data Insights Firm (4 Months)

- Contributed innovative ideas leading to more refined data processing approaches within the project scope.

Project Intern

Data Insights Firm 📅 January 2022 - May 2022 📍 Chicago, IL

Collaborated with peers on a capstone project exploring consumer behavior data focusing on predictive analysis methodologies. Developed reports summarizing group progress and project outcomes for faculty review.

- Facilitated data collection sessions ensuring regular updates on project timelines.
- Produced interim reports clarifying project milestones during team meetings.
- Practiced agile methodology keeping projects within time constraints while adapting strategies as needed.
- Worked extensively on visualizations enabling clearer interpretations of convoluted data metrics.

LEADERSHIP & AWARDS

- Dean's List Honors - Consistently recognized for outstanding academic performance.
- Best Research Presentation Award - Honored for an exceptional research project on data visualization innovations.

CERTIFICATIONS

- Google Data Analytics Professional Certificate 📅 2025
- Tableau Desktop Specialist 📅 2024

PROFESSIONAL AFFILIATIONS

- Data Science Club Member - Engaged in workshops promoting best practices and advanced analytics techniques.
- Volunteer - Chicago Food Bank, Utilized data analysis to optimize food distribution efforts.

ADDITIONAL INFORMATION

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

REFERENCES

AVAILABLE ON REQUEST