

# Sophia Morgan

Intern - Data Analyst

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📍 4568 Elm St, Chicago, IL 60616

## 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

## 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.

## LANGUAGES

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English Native

Spanish Intermediate

## MY CAREER

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● 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)

- 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.
- 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

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- 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

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

## PROFESSIONAL AFFILIATIONS

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- 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

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

## REFERENCES

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AVAILABLE ON REQUEST