

# Michael Thompson

## Senior Business Data Analyst

(312) 555-0198 | michael.thompson@example.com | linkedin.com/in/michaelthompson | 4520 Elm St, Chicago, IL 60614

### STRENGTHS

- Communication Skills**  
Effectively engaged stakeholders across departments to align project goals and expectations, earning trust.
- Leadership Experience**  
Guided junior analysts through complex projects, seeing many elevate to independent contributors under my wing.
- Analytical Thinking**  
Approached complex challenges with structured methodologies that paved the way for clear recommendations.
- SQL Proficiency**  
Leveraged advanced SQL skills regularly, analyzed vast datasets contributing meaningfully to major decisions.
- Cross-Functional Collaboration**  
Worked seamlessly with diverse teams to extract vital information needed for impactful reporting.

### SKILLS

- SQL Data Analysis
- Stakeholder Engagement
- Data Wrangling
- Root Cause Analysis
- Reporting Solutions
- Documentation Mentoring
- Project Management Collaboration
- Data Visualization Communication
- Transformations
- Requirements Gathering
- Quality Assurance Best Practices

### SUMMARY

Dynamic and detail-oriented Senior Business Data Analyst with over 6 years of experience in data analysis within the insurance industry. Proven expertise in SQL and a strong ability to translate complex data into actionable insights. Committed to fostering collaboration between business and IT stakeholders to enhance data-driven decision-making. Demonstrated capability in mentoring junior analysts and leading data analysis initiatives that drive business improvements. Adept at communicating with cross-functional teams to gather requirements and develop effective reporting solutions. Passionate about leveraging data to identify trends and support strategic objectives. Eager to contribute to a forward-thinking organization by applying analytical skills and leadership experience.

### EXPERIENCE

#### Senior Business Data Analyst

DataSmart Solutions 📅 April 2022 - Present 📍 Chicago, IL

Lead collaborative efforts to analyze extensive datasets for actionable insights supporting business strategies in a fast-paced environment.

- Gathered data and analytics requirements from business customers to ensure accuracy in reporting projects.
- Conducted comprehensive data analysis using SQL, addressing key business needs and promoting informed decision-making.
- Mentored junior analysts, cultivating their skills and enhancing team output through best practice implementations.
- Documented data requirements and transformation rules, streamlining processes to improve project efficiency.

#### Business Data Analyst

AccuAngle Insurance Group 📅 May 2019 - March 2022 📍 Chicago, IL

Performed rigorous data processing to support various analytical projects ensuring quality and compliance with industry standards.

- Collaborated with diverse departments to collect and understand data requirements effectively.
- Utilized SQL as a primary tool for conducting root cause analysis on existing data quality issues.
- Maintained detailed documentation detailing transformation rules, crucial for reproducibility and clarity.
- Enhanced communication across teams, ensuring all stakeholders remained well-informed throughout project cycles.

#### Data Analyst Intern

Insight Innovations 📅 June 2018 - April 2019 📍 Remote

Assisted in data-driven projects focusing on improving the company's market strategies and reporting frameworks.

- Contributed to ongoing projects by analyzing consumer behavior data and proposing actionable marketing strategies.
- Supported senior analysts by generating insightful reports based on distributed datasets.
- Engaged with different teams, facilitating smooth communication and alignment on project details.
- Participated in workshops to advance overall understanding of data analytics tools and techniques.

### LEADERSHIP & AWARDS

- Received Employee of the Month award for outstanding contributions to the data analysis team.
- Recognized for excellence in mentorship programs aimed at developing junior analyst skills.

## LANGUAGES

English Native

Spanish Proficient

## MY CAREER



● Senior Business Data Analyst at DataSmart Solutions (4.1 Years)

● Business Data Analyst at AccuAngle Insurance Group (2.8 Years)

● Data Analyst Intern at Insight Innovations (10 Months)

## EDUCATION

### Master's Degree in Data Science

University of Illinois at Chicago 🎓 GPA: 3.85 📅 2025 📍 Chicago, IL

**Coursework:** Machine Learning, Data Visualization, Statistical Analysis, Database Management

### Bachelor's Degree in Computer Science

University of Illinois at Chicago 🎓 GPA: 3.70 📅 2018 📍 Chicago, IL

**Coursework:** Software Development, Algorithms, Data Structures, Web Technologies

## CERTIFICATIONS

- Certified Business Analysis Professional (CBAP) 📅 2024
- SQL Certification from Coursera 📅 2023

## TECHNICAL SKILLS

- **Database Management Systems:** MySQL, Oracle, SQL Server
- **Data Analysis Tools:** Tableau, Power BI, Excel
- **Programming Languages:** Python, R, Java
- **Statistical Methods:** Regression, Hypothesis Testing, ANOVA
- **Project Management Tools:** Asana, JIRA, Trello
- **Cloud Platforms:** AWS, Google Cloud, Azure
- **Data Manipulation Libraries:** Pandas, NumPy, Scikit-Learn
- **Visualization Tools:** MATLAB, Ggplot, D3.js
- **Document Management Software:** SharePoint, Confluence, Notion
- **Version Control Systems:** Git, GitHub, Bitbucket

## PROFESSIONAL AFFILIATIONS

- Member of the Data Analytics Association, actively participating in knowledge-sharing sessions.
- Voluntary contributor to local technology meetups, providing insights on data best practices.

## ADDITIONAL INFORMATION

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

## REFERENCES

AVAILABLE ON REQUEST