

Timothy Maynard

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OBJECTIVE – To obtain a full-time position in Data Analytics or Data Science where I can utilize and improve my skills in data analysis, data visualization, and machine learning.

EDUCATION

August 2020

GEORGIA STATE UNIVERSITY, J. MACK COLLEGE OF BUSINESS

Bachelor of Business Administration, Computer Information Systems

Minor: International Business

Major GPA: 3.39

July 2018

GEORGIA STATE UNIVERSITY, PERIMETER COLLEGE

Associate of Science, Business Administration

Major GPA: 3.53

- Dunwoody Business Club at Georgia State University Perimeter College
 - President's List, three semesters
 - Deans Lists, two semesters
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PROJECT EXPERIENCE

- Business Analysis Project
 - Managed a group of three to create profit models and forecasted future profits as a franchise or to operate as an independently owned company to determine a best course of action
 - Database Management
 - Developed SQL statements in MySQL connected to the Google Cloud platform, to design and implemented databases and created comprehensive ER database diagrams
 - Big Data Analytics – R
 - Developed a program to manipulate a dataset and design visualizations. In a team of three, we created a report to describe our data exploration and preprocessing, models, and results.
 - Data Programming – Python
 - Developed a program to create data frames to manipulate and design visualizations
 - Develop programs for financial calculations. e.g. gross profit, present and future profits
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SKILLS

- Proficient in Microsoft Office (Excel, Word, and PowerPoint), Microsoft Project, and Microsoft Server SQL
 - Web Scaping (Python) - BeautifulSoup, Pandas
 - Experience in computer languages Python, R, Java, HTML, XML, JSON, and MySQL
 - Knowledge of data visualization techniques using Tableau and Jupiter Notebook
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WORK EXPERIENCE

February 2020 – Present

Administrative Specialist, GEORGIA STATE UNIVERSITY

The Administrative Specialist collaborates with the Learning and Tutoring Center (LTC) Program Manager and Supervisors to develop and implement plans to ensure that the LTC meets students' evolving needs. Assures high-quality customer service, personnel management, assist with student tracking and time logs, and helps with marketing.

- Mentor incoming Student Assistants to establish cooperative and an efficient team
- Scheduling, delegating, and directing student staff

August 2016 – February 2020

Student Assistant, GEORGIA STATE UNIVERSITY

A Student Assistant at the Dunwoody campus Learning and Tutoring Center includes responsibilities in customer services, such as being aware of surroundings, face-to-face interactions with all individuals on-site, and providing information about services the center offers.

- Track time of each tutor session in three departments