

PATRICE CONNOLLY

Analyst Resume

United States Navy: Honorably Discharged
Competitive Status: (B2B, 1099 or W-2)
Citizenship: United States of America
Clearance: *Adjudicated (DOD) Secret Clearance*
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Independent project-driven professional with over nine years of experience recognized for the ability to resolve problems and follow-through, demonstrating dedication to innovative best practices, policies, and procedures; lowered costs by 33% through accurate financial modeling, budgeting, and continuous process improvements; ability to get to or from data by interfacing and or integration from various data sources; reduced operating costs 75% by streamlined measures, and clearly defining workflows; automated customer-defined metrics

AREA OF EXPERTISE

- Business Intelligence (BI) Tools
 - Analyzing, Interpreting, Presenting Data
 - Extract, Transform and Load (ETL) Tools
 - Metric & Root Cause Analysis
 - Analysis of Big Datasets for Dashboards
 - Writing and editing technical documents
 - Data Mining and Analytics
 - SQL and Visual Basic Code (VBA)
 - Ad-hoc and standard reporting
 - Requirements gathering
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Education & Training

- Notre Dame of Maryland University, Bachelor of Arts in Business; Concentration in Accounting
 - Lenoir Community College, Associate in Applied Science: Accounting
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EXPERIENCE

Joint Program Office (JPO), Arlington, VA

F-35 Joint Strike Fighter Lightning II (JSF) / American Electronics

Enterprise Senior Data Analyst, Independent Sub Contractor

01/2019 – 05/2020

- Established first-time Data Catalog questionnaire survey to define and implement requirements for data quality, definitions, lineage, access, roles, and responsibilities with a 40% buy-in the direction towards relationship building, which facilitated best practice sharing of knowledge enterprise-wide
- Followed-up on survey's defined specific culture of "No" to trusted data pipeline single source of truth
- Worked closely with Data Scientist, stakeholders, and Subject Matter Experts (SME's) support of Master Data Management (MDM) performance collection of large structured and unstructured datasets
- Set-up bi-weekly meetings to discuss goals, updates, and challenges streamlined workflow by 20%
- Contributory in governance strategy to Integrate data modeling, mapping, and validation processes to include data extraction, standardization, and harmonization of metadata, which led to increased data integrity in cross-functional areas by 50%

Synergy Access Inc, Alexandria, VA

Data Analyst, Independent Contractor

(11/2012 – 1/2019)

- Major Project-driven tasks for the Human Resource Management System (HRMS) MS Access database
- Eliminated backlog in financial reporting responsibilities within **25 days** of initial contract engagement
- Designed from-the-ground-up a full-cycle prototype HRMS catering to the needs of small to medium-size companies. Features include Employee Data Management; Job Opening Management. Applicants Management; Employee Training; Database Management; Project & Documents Management
- Developed a program for modification and migrated to a higher robust platform designed to automate reporting processes compatible with network infrastructure and decreasing cost by 18%

US Naval Air Command (NAVAIR), Washington, DC

Data Analyst, Independent Contractor

(07/2011 – 11/2012)

Developed Microsoft SQL Database: Security Professional Education Database (SPED)

- Designed solutions to implement elements into a new custom database for NAVAIR Headquarters Security Area division; end-users saved time and effort in roles of increased visibility and self-management
- Launched tools and tracked the status of current and expected Security area Employment Development (SPED) needed coursework and certification requirements
- Initiated revolutionary tracking systems resulted in 50% reduced daily workflow department-wide
- Established security and permissions technology based on an organizational hierarchy of end user's responsibility by business unit and department head within a business unit BU
- Created automated reports and options for administrators to generate filters by date, percentage of completion, scaled at tier-levels, and end-user departments

US Coast Guard (USCG) Washington, DC

Data Analyst, Independent Contractor

(01/2011– 06/2011)

Developed Microsoft SQL Database: Resource Education Quota Build Database (REQBD)

- Utilized SharePoint technology to design and develop enterprise-level management tool for analytical analysis, reporting, and transactional processing, which expertly guided members to their required certifications, education, and training course pursuits; 20% more projects led as a result
- Modernized standard and ad-hoc reporting processes reduced the time by 70% drilled-down by an enterprise, BU department, and employee tier-levels functionality included change requests with the ability to query quota is and check the status

US Department of Agriculture (USDA), Washington, DC

Program Analyst - (Full-time) GS-12

(10/2008–11/2009)

- Reported Congressional Continued Resolution (CR) appropriations for contingency per state agencies and 90 regional municipalities with a total budget of \$500 million in grant programs and \$100 million set up to improve or administer Management Information Systems (MIS)
- Conveyed necessary information to upper management from updated press releases stating new legislative and regulatory requirements set forth by the Office of Management and Budget (OMB)
- Improved accuracy and reliability of allocated American Recovery Reinvestment Act 2009 (ARRA) funds given special provisions for Civil Rights Requirements- A Title VI of the Civil Rights Act of 1964, 42 (USC) 2000d et seq ("Title VI) which prohibits discrimination based on race, color, or national origin in any program or activity that receives Federal funds

Federal Emergency Management Agency (FEMA), ATLANTA, GA

Financial Analyst

- Maintained a \$500 million budget declaration of disaster emergency relief funds for Hurricane Andrew
 - Prepared and tracked operating and capital allotments for Federal, State, and Local procurement
 - Reduced chronic problems of inaccurately recorded appropriations, obligations, and expenditures transactions by funding category
 - Developed a comprehensive approach to record financial transactions generated by Federal Emergency Management System (FEMS); reported and monitored federal funds allocated across eight States in the Southeastern region four (4)
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CONTINUED EDUCATION

General Assembly, Washington DC

Relevant course work and projects:

2017- 2018

Advanced Topics in Data Analytics

- Visualization and Mapping Data using Tableau and MS ETL tools
 - Familiar with open-source software, i.e., R and Python languages
 - Applying Statistical Data Analysis using Advanced Excel Add-ins and features
 - Understanding the fundamentals of Databases development and SQL scripts
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