SOPHIA BROWN

Data Steward

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☎ (123) 456 7899
📍 Los Angeles
🌐 www.qwikresume.com

PROFESSIONAL SUMMARY

Results-driven Data Steward skilled in data lifecycle management and metadata governance. Successfully implemented data quality frameworks that improved reporting accuracy by 25%, driving informed decision-making across the organization.

WORK EXPERIENCE

Data Steward
Pineapple Enterprises

📅 Jan / 2021-Ongoing
📍 Santa Monica, CA

1. Utilized advanced data management techniques to collaborate with the Product Dimensions Master Data Management (MDM) team, ensuring high levels of data integrity.
2. Established strong partnerships with stakeholders to enhance GSK product data management.
3. Contributed to data maintenance and development projects, improving overall data quality.
4. Ensured compliance with business rules and maintained data integrity in a highly regulated environment.
5. Identified and analyzed production issues, developing effective solutions to enhance data reliability.
6. Consulted on the creation and refinement of data management protocols to optimize processes.
7. Communicated data issues and resolutions effectively to stakeholders, facilitating informed decision-making.

Data Steward
Silver Lake Enterprises

📅 Jan / 2020-Jan / 2021
📍 Seattle, WA

1. Processed critical company data while maintaining a professional demeanor and ensuring project deadlines were met.
2. Trained incoming data stewards to uphold data quality standards and organizational policies.
3. Conducted thorough research on data discrepancies, utilizing both internal and external resources to ensure accuracy.
4. Ensured the quality of Spotfire reports and dashboards through SQL queries and detailed Excel analysis.
5. Managed data entry, validation, and suppression processes, ensuring daily communication with healthcare organizations.

EDUCATION

Bachelor of Science in Data Management
University of Data Science

📅 Jan / 2019 – Jan / 2020
📍 Phoenix, AZ

Focused on data governance, quality assurance, and data analysis methodologies.

SKILLS

Data Governance

Data Analysis

Data Quality Assurance

Master Data Management

Regulatory Compliance

INTERESTS

🎤 Podcasts
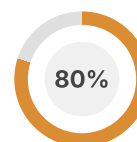🌍 Language Learning
🎵 Dancing
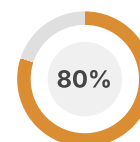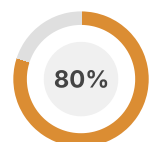🚴 Cycling

STRENGTHS

- Intuition
- Leadership
- Listening
- Mentorship

LANGUAGES

- English — 80%
- Swahili — 80%
- Polish — 80%

ACHIEVEMENTS

⭐ Streamlined data validation processes, reducing discrepancies by 30% over 12 months.

⭐ Developed and implemented a data quality dashboard that improved reporting accuracy by 25%.