**Adam Surette**

Certified Data Analyst

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**adamsurette.com**

**OBJECTIVE**

**Certified Data Analyst** with a strong foundation in data analytics and hands-on experience in technical troubleshooting. Proven ability to gather, clean, and analyze complex datasets, using tools like **Python, SQL, Excel, Google Looker Studio,** and **IBM Cognos** to deliver actionable insights. Completed IBM certifications in **Data Science, AI,** and **Data Analytics**, equipping me with skills in **data visualization**, **machine learning**, and **dashboard creation**. A quick learner with 3 years of **technical field experience** as a Cathodic Protection Technician, managing **data-driven reporting** and collaborating with teams in the oil and gas industry. Known for **strong problem-solving abilities, team leadership,** and **clear communication**, honed over 7 years as a Gymnastics Coach.

**EDUCATION**

IBM Data Analyst, Professional Certification

*Focus: Data Science, Data Analytics, Python, SQL, AI, BI tools*

Salem State University, Bachelor of Science

*Minor: Computer Science | Major: Geology*

Shawsheen Valley Regional Vocational Technical High School

*Major: Design and Visual Communications | Focus: Graphic design and Illustration*

**EXPERIENCE**

**Contract Data Wrangling Project, *Boston Center for Independent Living* | Dec. 2024 – Present**

* Utilized a proprietary database system to organize and prepare healthcare consumer data for seamless transfer into a larger, integrated database.
* Identified, cleaned, and merged duplicate records, ensuring 100% data integrity and preservation of critical consumer information.

**Web Developer, *Private Consulting* | Jan. 2024 – Present**

* Designed and developed responsive websites using HTML and CSS, ensuring cross-browser compatibility and user-centric designs.
* Built Python-based applications to meet specific client requirements, focusing on functionality and user experience.
* Collaborated with clients to define project goals and deliver tailored solutions within agreed timelines.
* Delivered projects that enhanced client branding and online presence through effective web development practices.

**Cathodic Protection Technician, *Lake Superior Consulting* | Sept. 2020 – Sept. 2023**

* Led field operations of up to 5 technicians on data-driven gas pipeline projects, ensuring compliance with industry standards while collaborating with major U.S. oil and gas companies.
* Managed data organization and storage using SharePoint, ensuring datasets were accurately cataloged and easily accessible for analysis and reporting, resulting in streamlined workflows for internal teams and clients.
* Collaborated with cross-functional teams and external vendors to troubleshoot and resolve technical and data-related issues, minimizing project disruptions and ensuring timely results.
* Produced detailed reports that enhanced project transparency, informed decision making, and improved client communication.

**Gymnastics Coach, *Reading Gymnastics Academy* | Jan. 2013 – June 2020**

* Designed and implemented customized training programs, utilizing gathered insights to enhance participant performance and engagement.
* Led team coordination for large events, ensuring seamless execution through effective communication and process management, enhancing overall customer experience.
* Adapted to changing needs and schedules, optimizing resource allocation and ensuring smooth operations through strong communication and customer service skills.

**CERTIFICATIONS & LICENSES**

**IBM Professional Certificate in Data Analytics:** Completed 11 courses covering data analysis principles, hands-on tools, and real-world projects, gaining skills in data manipulation, visualization, and interactive dashboards for entry-level analytics roles.

***Courses:***

* Excel Basics for Data Analysis
* Data Visualization with Python
* IBM Data Analyst Capstone Project
* Introduction to Data Analytics
* Data Analyst Career Guide and Interview Preparation
* Python Project for Data Science
* Generative AI: Enhance your Data Analytics Career
* Databases and SQL for Data Science with Python
* Data Visualization and Dashboards with Excel and Cognos
* Data Analysis with Python
* Python for Data Science, AI & Development

**OSHA 30H Construction**

**OSHA 10H General Industry Safety and Health**

**NACE/AMPP Cathodic Protection Technician - (CP1)**

**SKILLS & ABILITIES**

**Data Analysis:** Proficient in cleaning, organizing, and interpreting datasets using Python, SQL, and Excel.

**Data Visualization:** Experienced in creating dashboards and visual reports using IBM Cognos, Google Looker Studio, and Excel.

**Programming Languages:** Strong working knowledge of Python for data science and automation tasks.

**Database Management:** Skilled in SQL for querying, managing, and analyzing data from relational databases.

**Statistical Analysis:** Familiar with applying statistical techniques to identify trends and patterns in data.

**Business Intelligence Tools**: Experience using Tableau and IBM Cognos to create interactive dashboards and data-driven reports.

**Machine Learning:** Knowledgeable in applying machine learning algorithms for predictive modeling and data classification.

**Technical Troubleshooting:** Proven ability to solve complex technical problems through methodical troubleshooting.

**Report Writing:** Adept at producing organized, detailed reports to communicate findings to stakeholders.

**Microsoft Office Suite:** Proficient in Excel, PowerPoint, Word, and SharePoint for data organization and presentation.

**Collaboration & Team Leadership:** Effective in leading projects, collaborating with cross-functional teams, and communicating with internal/external clients.

**INDEPENDENT PROJECTS**

*accessible on adamsurette.com*

Nintendo Official Game Release Dashboard **|** Road Trip Map Freelance Commission **|** US Census Financial Data 1974-2023 Dashboard **|** Top 100 companies by Revenue 2022 Dashboard **|** Soodles Tattoo Website - Freelance Commission