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# Joshua Sabik

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## Data Analyst

A data-driven educator with 7+ years of experience in technical communication for schools, non-profits, and media outlets. Transforms data from student performance into actionable strategic plans. Conducts tests, incorporates user insights, and gathers data from multiple sources. Seeking the next professional challenge in data analytics.

## WORK EXPERIENCE

**Del Valle Independent School District** • Del Valle, TX • Aug 2018 – Present

### Math Teacher

- Converted mathematical concepts and algorithms into accessible terms when delivering engaging math lessons to learners ages 11-13.
- Developed and delivered a cutting edge e-learning curriculum in Google Classroom LMS to ensure an uninterrupted academic term throughout the pandemic.
- Worked closely with a cross-functional team of educators, administrators, and support professionals to implement processes and systems that optimize learning outcomes.

**Main Street Hub** • Austin, TX • Nov 2016 – Feb 2017

### Inside Sales Consultant

- Contacted at least 100 prospects daily to uncover sales opportunities and pitch a high-impact reputation management service, generating \$2,000 of monthly revenue in 3 months.
- Managed a sales pipeline using Salesforce CRM to nurture prospects from lead to close to meet semi-monthly sales goals.

**Natalie Gaudin for City Council** • Austin, TX • Jul 2016 – Nov 2016

### Fundraising Coordinator

- Conducted reporting on high value donors in our marketing database to maximize donations up to the allowed limit and identify potential recurring donors.
- Organized and trained over a dozen volunteers in 3 months to conduct voter direct outreach activities, resulting in over 4,000 voter contacts.

**Phone Animal** • Austin, TX • Nov 2015 – Jun 2016

### Quality Assurance Analyst

- Managed lead pipeline using data validation and conditional formatting in a collaborative Excel workbook.
- Championed the creation of our quality assurance department; instrumental in process mapping, creating flowcharts, establishing QA policies.

**YMCA of Austin** • Buda, TX • May 2014 – Nov 2015

### Media Manager

- Oversaw the social media strategy and online presence of a community-based organization with 3.6K FB followers.
- Increased community engagement and boosted member enrollments by showcasing courses, services, and events.

**College Houses** • Austin, TX • Sep 2011 – May 2013

**Advertising and Marketing Coordinator**

- Built out social media presence from 0 to 2.7K Facebook likes through content marketing and targeted promotions.
- Analyzed market research to uncover savings opportunities in our direct mail campaign, resulting in over \$10,000 saved annually.

**EDUCATION**

**Bachelor of Business Administration (B.B.A.) in Marketing**

Texas State University–San Marcos • May 2016

**CERTIFICATIONS**

**Google Data Analytics Certificate**

Coursera

**Mathematics (Grades 4-8)**

Texas State Board of Educator Certification

**English as a Second Language Supplemental**

Texas State Board of Educator Certification

**SKILLS**

Statistical Analysis, Analytics, Community Outreach, Conditional Formatting, Conflict Resolution, Dashboard Creation, Data Management, Data Manipulation, Data Structures, Data Validation, Data Visualization, Data Wrangling, Debugging, Git, Github, Google Ads, Google Analytics, Google Workspace, Marketing Strategy, Microsoft Access, Microsoft Excel, Microsoft Office 365, Pivot Tables, PostgreSQL, Problem Solving, Process Mapping, Public Speaking, Quantitative Analysis, R Scripting, Relational Databases, Reporting, SQL, Strategic Planning, Tableau, Web Analytics, BigQuery, HTML 5, CSS 3