

MIRANDA L. COOPER

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SKILLS

Languages & Tools: Python, SQL, R (Tidyverse), Git, Bash, REST API, Quarto, VS Code, RStudio
Data Analysis: Data Modeling, Data Processing, Data Management, Tableau, Altair, Microsoft Excel
Project Management: Microsoft 365, Google Suite, Notion, Asana
Collaboration: GitHub, GitLab, SharePoint
Core Strengths: Quick Learning, Inquisitiveness, Innovation, Process Optimization

EDUCATION

University of Michigan School of Information Ann Arbor, MI
Master of Science in Information, focus in Data Analytics Aug 2021 - Apr 2023
Moravian College Bethlehem, PA
Bachelor of Arts with Honors in Art History and French Aug 2008 - May 2012

WORK EXPERIENCE

Michigan Alzheimer's Disease Center, Michigan Medicine Ann Arbor, MI (Remote)
Programmer / Data Analyst Jun 2023 - Present

- Designed comprehensive and interactive onboarding materials for GitLab, resulting in a 50% reduction in the onboarding time required by new team members while enhancing user engagement during training sessions
- Generated automated R scripts specifically targeting key inefficiencies in existing workflows, identifying and addressing a major bottleneck contributing to delays in analytical reporting cycles
- Built an R script to streamline the process of assigning participants to relevant research studies according to key eligibility factors
- Produced reusable R script templates to automate the generation of participant referral information for research study recruiters
- Led the development of the PEARL system, a participant engagement platform integrating multiple research studies and automating data flow

University of Michigan School of Information (UMSI) Ann Arbor, MI
Instructional Aide - SI 506 Programming I Aug 2022 - Apr 2023

- Collaborated with the teaching team via GitHub to design Python lessons, implement Gradescope autograders, manage 150+ student submissions, and provide code debugging support

EnterpriseDB (EDB) Remote
Professional Services Intern May 2022 - May 2023

- Completed a 12-week full-time internship, earning an extended part-time contract; achieved PostgreSQL 13 Associate Certification (Credential ID: EDB34938); and designed workflow templates for EDB's 11 Global Packaged Services, standardizing delivery and training global stakeholders

University of Michigan Engaged Learning Office (ELO) Ann Arbor, MI
Data Curator Dec 2021 - Aug 2022

- Executed data cleansing and formatting for over 15k records, facilitating the migration from Airtable to Salesforce with guidance from the Salesforce Developer and Associate Director, ELO

World Central Kitchen (WCK) Washington, DC
Development Operations Manager Jul 2019 - Jun 2021

- Managed Salesforce configurations and standardized operating procedures for 14 users, overseeing 90k+ household accounts
- Built and maintained campaign-specific reports and dashboards to monitor key performance metrics
- Advised a focus group of 3 staff on triaging donor correspondence via email, social media, and phone using ZenDesk
- Partnered with Communications and Finance to optimize and manage data-sharing workflows