

## CYNTHIA MUTHONI WAIGWA

**Address:** Dallas TX 75238

**Phone:** +1(682) 320-7654

**Email:** waigwacynthia@gmail.com

**Portfolio:** <http://www.cindywaigwa.com>

**Github:** <https://github.com/mswaigwa/>

---

### SUMMARY

A dynamic and self-driven student of MS Computer Science at Texas Woman's University; who is seeking an entry level opportunity in the Data Engineering/Data Analyst field. My consistent self-learning journey alongside working in IT Service Desk has provided me with a well-rounded background, characterized by the development of various software skills, a logical and analytical approach to tasks and the ability to work under pressure.

---

### RELEVANT EXPERIENCE

**Data Analyst Pre-Apprenticeship, Digital Creative Institute, Remote** Jan 2020 - May 2020

- Collaborated with team members to analyze business requirements and translate them to technical specifications
- Performed data cleansing and wrangling using Python programming language
- Utilized SQL to extract, analyze, join datasets, perform aggregations and manipulate output using CTEs and sub queries
- Created interactive dashboard reports on Tableau Desktop; while adhering to Tableau's best practice concepts of reporting

**DevOps Boot Camp, Codegravity, Irving, TX** Jul 2019 - Oct 2019

- Developed and maintained automated CI/CD pipelines for code deployment using Jenkins
- Managed GitHub repositories and permissions; including branching
- Provisioned EC2 instances, S3 buckets and IAM rules on AWS platform

**Data Warehousing Boot Camp, Itek Vision Consultancy, Irving, TX** Aug 2018 - Dec 2018

- Extracted data from diverse sources such as flat files, xml and SQL Server; using Informatica PowerCenter 9.0.1
- Utilized Informatica to implement Slowly Changing Dimension to maintain historical data in the data warehouse
- Created, scheduled and monitored sessions using Informatica Workflow Manager
- Called stored procedure from Oracle Database using Informatica's Stored Procedure Transformation
- Created drill-down, drill through, matrix and sub-reports; and added report mapping functionality to the reports using SSRS

---

### PROFESSIONAL EXPERIENCE

**IT Command Center Analyst, Solai & Cameron Technologies, Richardson, TX** Oct 2019 - Present

- Performed nightly database backup on client's PCs
- Partnered with various IT technicians in carrying out nationwide remote upgrade and installation of software on at least two PCs per day
- Collaborated with DBAs in running scripts on Oracle Database via the command line, in addition to moving, copying and uploading files

**Manufacturing Specialist, Texas Instruments/Volt Staffing Services, Dallas, TX** Apr 2018 - Oct 2019

- Propelled the company's goals and strategies by offering exceptional training to new hires
- Minimized misprocesses by optimizing standard operating procedures

**Caregiver, Berry Family Services, Rowlett, TX**

Mar 2017 - Feb 2018

- Upheld data privacy, security and HIPPA regulations
- Provided excellent client service by adhering to care plans and procedures

**Office Manager, Wanjohi & Muli Law Firm, Dallas, TX**

May 2016 - Mar 2017

- Entered, updated and maintained client data in a secure manner
- Created, maintained and shared reports with the attorneys
- Worked respectfully with both founding attorneys and clients

## EDUCATION

---

**Texas Woman's University, Denton, TX**

In Progress

Master of Science in Informatics (Data Analytics)

**Moi University, Kenya**

Aug 2010 - Dec 2014

Bachelor of Science in Business Laws

## TOOLS & SKILLS

---

### Technical Skills

- Microsoft Suite (Advanced: Excel, PowerPoint, Word)
- Coding (Intermediate: SQL, Python, Beginner: R)
- ETL (Intermediate: Informatica PowerCenter, Tableau Prep)
- Reporting (Advanced: Tableau, Intermediate: Microsoft PowerBI, Cognos PowerPlay)
- OS (Advanced: Windows Server 2012 R2, Intermediate: Linux)
- RDBMS (Intermediate: Oracle Database, MS SQL Server)

### Success Skills

- Analytical /logical thinking
- Collaboration
- Communication
- Detail oriented
- Independent
- Problem solving
- Interpersonal skills
- Negotiation
- Problem-solving skills