

# Maggie King-Cate

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**SUMMARY** I have a passion for statistics and strong skills in excel, SQL, and R. I have experience manipulating small and large data sets. I love to learn, and I am eager to expand my knowledge of and experience with more analytical tools.

**EDUCATION** **Bachelor of Science** (2017)  
University of Puget Sound  
Biology Major, Math Minor, Chinese Emphasis  
Dean's List (2016-2017)

**Coursera Certificate Courses**

Specialization: Applied Data Science with Python (in progress)  
Specialization: Big Data (in progress)  
Introduction to Probability and Statistics & Inferential Statistics (2016)

**SKILLS** | Excel | SQL Queries | R Statistical Computing | Confluence | Jira | Basic Python |

**EXPERIENCE** **Empyrean Benefit Solutions**, Business Systems Analyst Sept 2017 - Present

- Manage and lead systems implementation and projects for a large insurance carrier
- Execute system configuration for carrier's clients and complete provision migrations
- Deliver complex configurations and custom solutions on tight timelines
- Serve as the systems SME during weekly calls and quarterly meetings with the carrier
- Create SQL queries to validate, extract, and clean data from several databases
- Build change files and audit reports using SQL and Excel
- Perform issue investigation with focus on determining root cause

**University of Puget Sound**, Math Dept. Assistant Jan 2017 – May 2017

- Tutor introductory and advanced statistics: topics range from basic statistical analysis to computing with R
- Grade for Calculus I, Introduction to Statistics, and Finite Math courses: includes analyzing students' work to determine partial credit

**Labor Tubs Northwest**, Associate Aug 2012 – May 2017

- Manage office operations: phone calls, emails, client intake, appointment scheduling, and mailing
- Collaborate with web designer to overhaul website
- Analyze cost data for expense reports using excel
- Coordinate deliveries and pick-ups working intimately with expecting parents to provide comfort measures at their births

**South Sound Eye Care**, Medical Assistant Jan 2015 – Sep 2015

- Organized office operations: scheduling, verifying insurance, pre-screening, detailed electronic medical records
- Maintained integrity and confidentiality of client data
- Worked closely with patients training for contact lens use
- Tracked daily revenue to ensure we met daily, weekly, and monthly goals

**Technology Services UPS**, Print & Copy Assistant Jan 2015 – May 2015

- Supervised both school-wide and private print and copy jobs to completion
- Took detailed orders from up to 10 customers per shift
- Ensured quality control throughout each shift monitoring all steps of production