

# EMILY ALVARADO BOLÍVAR

SOFTWARE ENGINEER | DATA ANALYST

Tel: 8564-7927 Email: emilybolivar1505@gmail.com

**GitHub:** github.com/emilybolivar05

**LinkedIn:** linkedin.com/in/emilyalvaradob

## PROFILE

Data Analyst with a background in Software Engineering, skilled in Python, SQL, and Power BI for data analysis, visualization, and reporting. Experienced in transforming raw data into actionable insights using Pandas, NumPy, and BI tools. Familiar with data modeling, dashboards, and basic machine learning workflows. Strong problem-solving mindset, attention to detail, and ability to communicate insights effectively.

## EDUCATION

### Bachelor of Science in Software Engineering

Universidad Latina de Costa Rica  
2018 - 2022

### EMPLOYMENT Initiative

Universidad Técnica Nacional  
2023 - 2024

### Distinguished Certifications:

- English and Customer Service Proficiencies for Employment:
- Social-Emotional Competencies for the Workplace:

Effective communication, problem-solving, stress management, and collaboration.

- Office Automation in the Workplace:

Skilled in Word, Excel, PowerPoint, and contemporary office applications.

## SKILLS

- Effective communication
- Client support
- Stress management
- Problem-solving
- Organization and timeliness
- Teamwork
- Adaptability
- Attention to detail
- Time management
- Proactive mindset

## LANGUAGES

English - B2+ (Upper Intermediate, advancing towards C1)  
Spanish - Native

## PROJECTS

### Data Analysis with Python (Pandas & NumPy)

- Performed data cleaning, transformation, and exploratory analysis.
- Generated insights using descriptive statistics.
- Visualized trends using Matplotlib and Seaborn.

### Power BI Dashboard Project

- Built interactive dashboards using Power BI and DAX.
- Designed KPIs and data models for business reporting.
- Improved data visualization for decision-making.

### Password Generator (Python)

- Developed automation logic and structured clean code.
- Focused on security and randomness algorithms.

### Data Analysis in Excel

- Cleaned and structured datasets using Excel and Power Query.
- Created pivot tables and reports for data analysis.

## CERTIFICATIONS

- Data Management Using Excel – Cámara de Comercio y Capacitación Internacional, 2025
- Certification in Data Science – Código Facilito, 2025
- Python Certification – Código Facilito, 2025
- GitHub Actions Certification – Código Facilito, 2025
- NDG Linux Essentials – Cisco Networking Academy, 2021

## PROFESSIONAL BACKGROUND

### 2020 - 2024 BEAUTY SALON DIEU EST AMOUR

ADMINISTRATIVE & DATA MANAGEMENT ASSISTANT

- Managed and organized business data using Excel and digital tools.
- Created reports and tracked key metrics.
- Improved data organization and accessibility.
- Supported decision-making through data tracking.

### 2022 LAW OFFICE OF DOMENICO MAIETTA

SECRETARY

- Managed records and structured data for efficient retrieval.
- Maintained organized documentation systems.
- Handled administrative data processing tasks.

### 2021 BOLÍVAR CALVO CONSTRUCTION FIRM

PROFESSIONAL PRACTICE - WEB DEVELOPMENT

## TECHNICAL COMPETENCIES

### Programming & Data Tools:

- Python (Pandas, NumPy)
- SQL (SQL Server, MySQL)

### Data Visualization:

- Power BI (DAX, dashboards)
- Excel (Power Query, Pivot Tables)
- Looker Studio

### Data & Databases:

- Data cleaning and transformation
- Data modeling (basic)
- SQL Server, MySQL, MongoDB

### Other Tools:

- Git, GitHub
- Docker
- REST APIs (basic knowledge)
- JSON

### Methodologies:

- Agile (Scrum)