MATTHEW OMELANCZUK

Data Professional ● Colorado Springs, Colorado

DETAILS

(713) 454-3441
matthew.omelanczuk@gmail.com

LINKS

LinkedIn

Portfolio Website

SKILLS

Data Analysis

Data Visualization

Microsoft Office Suite

MongoDB

PostgreSQL

Power BI

Python

Tableau

LANGUAGES

English

Spanish

PROFILE

I am a versatile data professional with more than 11 years of experience, including 3 years focused on delivering technical services and analytics solutions within a B2B SaaS environment. My skills in utilizing AWS QuickSight, along with Python and VBA, enable me to streamline processes and boost productivity. I have a solid understanding of Agile methodologies and the Asana workflow, and I excel at managing intricate data requests while providing exceptional support to strategic clients. With strong communication skills and meticulous attention to detail, I am committed to building collaborative relationships and delivering innovative solutions in dynamic settings.

EMPLOYMENT HISTORY

Technical Services Specialist II at Workhuman (Remote)
November 2022 — March 2025

Delivered exceptional client support for configuration, troubleshooting, reporting, and data visualization, resulting in improved client satisfaction and streamlined operations.

Developed and managed tailored dashboards that met specific client needs, enhancing data accessibility and decision-making through customized visualizations.

Automated weekly reporting processes using Python and VBA, reducing completion time from hours to under 30 minutes, significantly increasing efficiency.

Implemented and managed Agile processes to track and execute configuration updates for client recognition programs, optimizing the use of Workhuman's proprietary Configuration Application tool.

Served as the subject matter expert in dashboard creation and data visualization, primarily utilizing AWS QuickSight, which enhanced the quality and speed of reporting requests.

Provided direct support to 3-5 of Workhuman's most strategic clients weekly through inbox assistance and connect meetings, ensuring their needs were met promptly and effectively.

Collaborated closely with the principal data analyst to address complex data requests and develop custom visualizations that delivered actionable insights, driving informed decision-making.

Technical Services Coordinator at Workhuman (Remote)
May 2022 — November 2022

Managed daily bulk upload awards from Workhuman clientele, ensuring timely processing and correspondence with customers

Maintained detailed records of CSM's and Sr. CSM's requests, ensuring accuracy, efficiency, and transparency

Collaborated with cross-functional teams to streamline processes and improve customer satisfaction

Intern at Cedar Creek Studio (Austin, TX)

January 2022 — May 2022

Assisted in making patches and setting up mics for recording sessions

Tracked and managed input lists for each session to ensure smooth operations and efficient workflow

🎓 EDUCATION

Master of Science in Data Analytics, Western Governors University

October 2024 — Present

Bachelor of Science in Technological Entrepreneurship & Management, Fulton Schools of Engineering & W. P. Carey School of Business, Arizona State University

May 2019 — May 2021

Graduated with Honors

Associate of Applied Science in Music Business, Austin Community College

May 2018 — December 2020

Graduated with Honors

References available upon request