

Shari Tamashiro

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EDUCATION

Bachelor of Business Administration - Finance May 2017
University of Hawaii at Manoa - Shidler College of Business Honolulu, HI

Marketing Analytics Nanodegree April 2020 - June 2020
Udacity, Inc.

- Completed 9 projects to demonstrate knowledge in data analysis, statistical modeling and excel modeling
- Projects utilized Excel, Tableau and Google Analytics to analyze real historical data

Business Analytics Nanodegree October 2020 - December 2020
Udacity, Inc.

EXPERIENCE

Project Analyst January 2021 – Present
Central Pacific Bank Honolulu, HI

- Analyze data and generate reports for Executive Management to evaluate sales performance.
- Provide recommendations to grow business opportunities through market research and data analysis.
- Collaborate with cross-functional teams to achieve project goals in a timely manner and meet expectations of Executive Management.
- Lead aspects of projects including planning, operations, project documentation, and client engagement.
- Provide exceptional customer service and maintain positive relationships with clients.
- Manage and prioritize schedule of multiple Executive Vice Presidents to ensure efforts are focused on strategic growth and development.
- Analyzed financial data and provided recommendations to reduce operational costs by 18% (2021).

Site Administrator August 2017 – April 2020
FAST Enterprises, LLC Honolulu, HI

- Analyzed internal data and generated reports to provide insights to Project Managers and Directors.
- Coordinated corporate events through research, vendor management, proposal development and budget analysis.
- Handled procurement activities including building lease negotiation, fulfilling insurance and safety inspection requirements and managing inventory for hardware, software, and equipment.
- Maintained positive relationships and working environment to ensure team and client satisfaction.
- Led a successful community service project with over \$1300 in donations to the Hawaii Foodbank in a span of two months.

SKILLS

- Technical Documentation
- Project Management
- SQL

VOLUNTEER WORK

Culinary Institute of the Pacific Diamond Head June 2020 – January 2021

- Developed course structure and online materials with Professor
- Built online platform and graphics for Health and Nutrition course using Adobe Illustrator

Poi Dogs and Popoki July 2020 – November 2022

- Conducted wellness checks and administered medication to cats as needed
- Met with applicants and handled adoption process
- Managed social media accounts to engage with potential applicants
- Trained incoming volunteers

REFERENCES

Upon Request