

# Craig Stewart

Remote, UK | +44 7354 187836

[craigstewartprofessional@hotmail.com](mailto:craigstewartprofessional@hotmail.com) | [My Portfolio](#) | [LinkedIn](#)

## SUMMARY

Proactive and curious Data Analyst experienced in implementing data projects for company growth; using data to analyse changes in sales and retention to provide actionable insights, visualisations and reports. Skilled in using SQL, Tableau and Excel to transform data and uncover patterns and trends, and possesses more than 10 years experience in education, insurance and administration. Seeking to leverage experience to further career as a Data Analyst.

## SKILLS AND EXPERTISE

---

- SQL, Tableau, Excel - Pivot Tables, Pivot Charts, VLOOKUP
- Data Visualisation, Data Cleaning, Data Mining, ETL
- B2B Communication, Presentations, Reporting, Critical Thinker
- Languages - English (Native), Spanish (Fluent), Portuguese (Intermediate)

## WORK EXPERIENCE

---

### Data Analyst and Underwriting Assistant

Seaview Insurance Company – Remote, USA.

Nov 2023 - Present

- Proposed and led data analysis project providing insight into trends in client base reduction, policy cancellation and renewal trends over 5 years using SQL, Excel and Tableau, resulting in company revision of policy product changes.
- Created and presented dashboards in Tableau using customer KPIs, resulting in management reconsideration on pricing.
- Extracted raw data from policy administration CRM system, and cleaned and transformed data using SQL for analysis.
- Analysed data changes for a portfolio of 500+ clients by gathering and recording data in Excel, and alerted underwriting department of risk and pricing anomalies, preventing 20% premium loss.
- Corresponded with clients and brokers in Spanish and English to clarify data errors, reducing department workload by 25%.

### Business English Teacher and Branch Assistant Supervisor

The Anglo Mexican Foundation - Remote, Mexico.

Sep 2016 - Sep 2023

- Instructed hundreds of financial professionals in creating reports, interpreting data, patterns and statistics in Business English.
- Generated monthly analysis reports of teachers' and students' progress using system data, achieving 90% client retention.
- Maintained database in Excel to manage records for hundreds of clients, products purchased and onboarding stages.
- Secured and maintained high-revenue business contracts for over 5 years with international companies like Volkswagen Bank, and taught C-suite level executives; showcasing B2B experience and ability to manage programs.
- Guided and mentored groups of 6 teachers in professional development, boosting QA Quality Assurance performance metrics by 20%; strengthened project management, communication, and leadership abilities.

## DATA ANALYTICS & VISUALISATION PROJECTS

---

[Advertising Rates Project \(SQL, Tableau\)](#) - Analysed most popular advertising types in the world and their rates between 2018 - 2024. Discovered a distinct difference between USA and the rest of the world, raising questions for further investigation about US media dominance and reliance, and opportunities for growth for other regions.

[Coffee Shop Sales Project \(Excel\)](#) - Performed exploratory data analysis on coffee shop chain transactions and compared by location and time (month, day, hour) as well as by category and product type. Determined key differences in sale volume and operation times between stores and provided recommendation for different opening hours by store to minimise costs.

[COVID-19 Vaccination Rates \(Tableau Dashboard\)](#) - Determined non-correlation between vaccination rates and development metrics in Europe by performing exploratory data analysis and hypothesis testing. Also examined quantified rates over time, by country, and by income group. Published Tableau dashboard to visualise results. Performed data cleaning using Tableau.

## DATA ANALYTICS TRAINING

---

**Data Analytics Certificate Course** (SQL, Excel, Tableau) - Break into Tech Academy

**SQL Programming Language: Certification Course** - Programming Hub

**Tableau Creator** - Tableau

## EDUCATION

---

**(MSc) International Politics** - SOAS, University of London

**(BA) Politics & International Relations** - Royal Holloway, University of London