

Caleb R. Jones

calebrobjones@gmail.com

Tempe, AZ

www.CalebRJones.com

(480) 395-8871

EDUCATION**W. P. Carey School of Business, Arizona State University, Tempe, AZ**

May 2024

Bachelor of Science, Economics; Minor, Mathematics

- Awards: Deans List, New American University Scholar
- Cumulative GPA: 4.0

PROFESSIONAL EXPERIENCE**Department of Economic Security, Phoenix, AZ****Financial Analyst**

September 2022 - Current

- Construct budget reports for 4 welfare programs to analyze trends and facilitate discussion with program managers
- Design data models in Excel to automatically update dashboards and budget forecasts from government databases
- Conduct cost analysis and prepare deliverables to support decisions on grant awards and organizational structure

Finance Intern

May 2022 – August 2022

- Synthesized large amounts of data into dashboards using VBA to recommend baselines for budget approval
- Resolved inconsistent risk management by developing and implementing new procedures for 25 grant recipients
- Interpreted intricate legislation to clarify ambiguous regulations and communicate findings in team discussions

Podium Education, Tempe, AZ (Remote)**Data Analytics & Coding for Data Team Lead**

May 2022 – Current

- Analyze performance metrics to provide tailored student support and achieve a 90% pass rate
- Coach 100 future analysts in testing hypotheses and interpreting data to build real-world case study portfolios
- Collaborate with a teaching team in a dynamic, start-up environment and empower students to perform statistical tests in Excel, query data in SQL and construct loops and user-defined functions in Python

Trauma Integration, Mesa, AZ**Bookkeeper**

December 2021 – December 2022

- Automated expenditure and profit reports for directing partners to drive strategic marketing decisions and over \$20,000 in annual profit
- Developed accounting procedures for a start-up company to synthesize financial data into actionable deliverables

Chick-Fil-A, Tempe, AZ**Restaurant Shift Leader**

August 2020 – August 2021

- Identified inconsistencies in training systems and implemented new practices to improve customer satisfaction and employee turnover metrics
- Evaluated employee strengths to strategically position staff in ambiguous situations and minimize speed of service
- Organized a diverse team of 10 employees that generated over \$5 million in annual revenue

EXTRACURRICULARS**New Venture Group, Tempe, AZ****Engagement Manager**

November 2023 – Current

Associate Consultant

September 2022 – October 2023

- Redefined the value proposition for a med tech company to recommend market expansion strategies
- Analyzed social media metrics and designed a website to improve client engagement and increase brand awareness
- Directed the marketing committee for a diversity in consulting panel attended by 5 professionals and 50 students

SKILLS**Excel** – Pivot Tables, Reference & Logical Functions, Hypothesis Testing, Basic VBA**Tableau** – Calculated Fields, Parameters, Joins/Blends**Python** – Loops, Functions, Data Manipulation in Pandas, Visualization in Plotly, Regression Analysis**SQL** – Queries, Aggregations, Joins & Unions