

Certificates **Google Analytics Data Certificate**, June 2021
Coursera

- Skills
- ▶ Spreadsheets (Excel, Sheets)
 - ▶ SQL (T-SQL, PostgreSQL)
 - ▶ Word Processing (Word, Docs)
 - ▶ Some experience with Tableau
 - ▶ R and RStudio

Portfolio <http://dswhite11.github.io/portfolio>

Professional Experience **Resource Teacher and Administrator**, August 2014 - July 2020
Jackson Academy, Jackson, MS

- ▶ Reduced daily scheduling time by 70% by creating an automated scheduling system within the Google Sheets framework
- ▶ Eliminated repetitive emails and communication by implementing a file-sharing system through Google Drive
- ▶ Directed a teaching team in daily lesson planning and scheduling
- ▶ Designed and launched student tutorial scheduling process based in Google Sheets
- ▶ Conducted training seminars to train parents and students to use the school's online classroom software

Guardian Ad Litem, 2013 - 2015

Chancery Courts of Hinds, Rankin, Madison Counties, MS

- ▶ Conducted investigations regarding child custody and welfare matters
- ▶ Interviewed interested parties, wrote reports for the court, and testified in chancery court

Education **Mississippi College School of Law**, Jackson, MS
Doctor of Jurisprudence, cum laude, May 2012

University of Mississippi, Oxford, MS

Bachelor of Science of Mathematics, cum laude, May 2007