

# Javier Arana

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## EDUCATION

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B.S. Management Information Systems  
George Mason University | Fairfax, VA

May 2025

## SKILLS

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### Programming & Data Visualization

- Python (Pandas, scikit-learn, Seaborn, Matplotlib), JavaScript (React), Java, SQL (MySQL, SQL Server), Git, Tableau, Power BI, Microsoft (MS Excel, MS PowerPoint, MS SharePoint).

Cloud Platforms (AWS, Azure).

### Miscellaneous

- Jira, Customer service, Analytical thinker, Hardware troubleshooting expertise, Creative problem solver, Fast learner, Embraces teamwork, Communication to non-technical audiences, Bilingual in English/Spanish.

## EXPERIENCE

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### Digital Transformation Extern | EngineerRD | Fairfax, VA

January 2025 – Present

- Used Agile methodologies to plan, gather requirements, design, implement, test, and deploy a solution automating their business processes through custom Microsoft Copilot AI agents.
- Drove a 30% increase in sales opportunities by implementing AI-powered automation, streamlining lead generation and customer engagement processes.

### Business Operations Intern | Raben | Washington, DC

January 2025 – Present

- Assisted in the deployment and customization of a CRM system within a 3-month period, aligning it with business requirements and improving data management and customer engagement processes.
- Utilized Pandas to clean and manipulate data for seamless CRM entry, enhancing data quality and usability.

### Functional Consultant Intern | C&R Software | Fairfax, VA

May 2024 – November 2024

- Created an automated tool for comparing software configurations, cutting analysis time by 92%. Documented and deployed it across multiple teams.
- Created Power BI dashboards to analyze team productivity through billable hours tracking and enhance project oversight, driving data-informed decision-making.
- Improved efficiency with cross-functional teams by creating, assigning, and monitoring Jira issues.

## PROJECTS

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### COVID-19 Data Analysis Project

December 2024

- Conducted in-depth analysis of cumulative COVID-19 data using Python libraries (Pandas, GeoPandas, Matplotlib, Seaborn) to identify trends and insights.
- Analyzed and visualized data to highlight the top 5 states and counties with the highest case numbers and their cumulative statistics.

### Microsoft x Cloudforce 3<sup>rd</sup> Place Winner

October 2024

- Won the Microsoft x Cloudforce track at PatriotHacks. Created a full stack College Career web application implementing Microsoft Azure products such as Azure OpenAI GPT-4o, Azure VM, and deployed on Azure App Services.

### Nexus Care | H2AI Georgetown Healthcare Hackathon

April 2024

- Won the \$2,500 prize award. Created a prototype in 2 days for an electronic health record internal AI assistant. Presented business plan and ideas with a live demo on stage to a group of judges. Utilized OpenAI's GPT-4 Turbo API.

## EXTRACURRICULAR ACTIVITIES

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### President of Students Helping Honduras Volunteer Organization:

- Help to raise money for parent company 1000 Schools, which has helped build 70 schools in Honduras by having thrift stores, selling food, hosting events. Lead meetings and go over the agenda for the week.

### Tech For Good Volunteer Club:

- Devise and implement plans for helping communities through technology such as refurbishing older devices for underprivileged communities.