

Contact

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YENDRY FERNANDEZ MOLINA

Data Entry Specialist | Excel Expert (Automation, Macros) |
65WPM | Data Processing | English | Remote Work |

Profile

- ✓ Data entry specialist with strong experience in excel, data processing, and automation.
- ✓ I specialize in fast and accurate data entry (65 WPM, 97% accuracy), data cleaning, and workflow optimization using Excel formulas and macros.
- ✓ Experienced in handling larga datasets, ensuring data quality, and reducing manual processes through
- ✓ I am currently available for remote work, including data entry, Excel tasks, administrative support, and night shift roles

Core Skills

Data Entry	Typing (65 WPM)
Data Processing	Attention to Detail
Data Cleaning	Process Improvement
Microsoft Excel (Advanced)	Documentation
Excel Macros / VBA	
SQL	
Power BI	

Support Skills

Languages

Spanish: Native
English: B2 (Intermediate-Upper)

Immediate Availability | Remote Work

- ✓ Remote Work
- ✓ Data Entry
- ✓ Excel Tasks
- ✓ Work Hourly

Work Experience

TransUnion	2023-Present
<i>Consultant, Data Analyst</i>	
✓ Performed high-volume data entry with strong accuracy ✓ Automated Excel processes using formulas and macros ✓ Managed and analyzed large datasets using SQL ✓ Created Power BI dashboards (DAX) ✓ Identified and corrected data quality issues ✓ Improved workflows by reducing manual tasks	
Neustar, Inc.	2021-2023
<i>Data Analyst</i>	
Neustar, Inc.	2011-2021
<i>Associate Quality Verification Agent</i>	
Amacai	2006-2011
<i>Data Entry Clerk</i>	

Education

Tecnológico de Costa Rica	2015-2017
<i>Technical in production supervision</i>	
Tecnológico de Costa Rica	2018-2019
<i>Technical in quality</i>	
Universidad Hispanoamericana	2021-2022
<i>Data Analysis Technician</i>	
Universidad Hispanoamericana	2023-2023
<i>Certified, Yellow Belt Lean Six Sigma</i>	
TransUnion	2025-2026
<i>Certified, Green Belt Lean Six Sigma</i>	
Universidad Hispanoamericana	2023-Present
<i>English Certification</i>	