

# Mara Phillips

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## SKILLS

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**Technologies:** Excel, MS Office, Power BI, Word, Figma, Powerpoint, SAP Systems, Trello, Microsoft Project  
**Programming/Data Analysis:** Python, Excel VBA, SQL, Power Query, Power BI DAX, MS Fabric, MS Azure

## EXPERIENCE

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### Systems Analyst | *Maple Leaf Foods*

**MAY 2025 - PRESENT**

- Optimized datasets and key performance reports to improve overall data processing time by 83%.
- Updated systems with data for 200+ products, ensuring accurate production tracking and forecasting.
- Conducted system and UAT testing across four departments for system maintenance and updates.
- Developed production tracking reports and dashboards for over 15 plants and warehouses in order to identify trends and improve decision making in production line and manufacturing.

### STEAM Camp Counsellor | *The STEAM Project*

**JUN 2024 – AUG 2024**

- Collaborated with a team of 15+ staff members to plan, execute, and evaluate daily camp activities.
- Led a group of 20+ students, overseeing their participation in activities, while maintaining a high level of engagement and enthusiasm throughout the camp duration.

## LEADERSHIP & ACTIVITIES

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### Academic Representative | *Faculty of Management Engineering*

**SEP 2024 - PRESENT**

- Elected to represent and advocate the concerns of 100+ engineering students to professors and staff.
- Collaborated with academic advisors and faculty to provide feedback and implement improvements to the course content and academic experience for students.

### Consultant | *180 Degrees Consulting*

**MAY 2025 - PRESENT**

- Worked with a team of 6 consultants to research and develop a comprehensive marketing and fundraising strategy for clients StartupHelp, aimed at expanding their reach and increasing impact.
- Managed revenue streams, tax, and legal guidelines for Startup Help's non profit and revenue generating operations.

### Operations and Business Team Member | *Formula Electric Design Team*

**MAY 2024 - JUN 2025**

- Managed an annual budget of \$80,000, overseeing allocation of funds and financial management.
- Developed and executed marketing strategies, including social media campaigns and promotional materials, increasing visibility and engagement.

## PROJECTS

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### Financial Planner/Budgeting Tool| Excel VBA | [GitHub](#)

- Developed an automated financial planner using Excel VBA in order to assist users with budgeting, expense tracking, and investment analysis over the course of their university degree.
- Utilized macros, pivot tables, and Excel tools to track user goals and make future spending forecasts.

### Decision Support System | Excel VBA| [GitHub](#)

- Designed and created an algorithm using Excel VBA to assist with scheduling and time management.
- Created a dashboard and interactive elements to allow for seamless user interaction with the tool.

## EDUCATION

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### BASc in Management Engineering | *University of Waterloo*

**SEP 2024 – JUN 2029**

- Courses: Computer Programming, Data Analysis, Engineering Design Methods, Project/Product Management, Supply Chain Management, Financial Analysis, Data Structures & Algorithms
- GPA: 3.9/4.0