Rachel Abernathy

Reporting Analyst

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SUMMARY

Reporting analyst with 4 years of experience producing operational and regulatory reports for an insurer and a community bank. Builds SQL queries, Excel models and Tableau dashboards that track 600,000 policies and manages multiple priorities across monthly, quarterly and ad hoc requests without missing a deadline. Brings attention to detail to every number that leaves the team.

SKILLS

- **SQL**
- **Excel**
- **Tableau**
- **Power BI**
- **Dashboards**
- **Regulatory Reporting**
- **Word**
- **PowerPoint**
- **Attention to Detail**
- **Analytical Skills**

EXPERIENCE

Reporting Analyst

05/2024 - Present

Charter Oak Mutual Insurance

Hartford, CT

Property and casualty insurer with 600,000 personal and small business policies.

- Produce **35** recurring weekly and monthly reports on premiums, claims and retention for underwriting and finance.
- Build Tableau dashboards that replaced 12 static Excel reports and now reach 90 managers across 4 states.
- Write SQL queries for state regulatory filings, delivering all 18 quarterly submissions on time in 2025.
- Verify report totals against the general ledger each month, finding and fixing $1.3M in misclassified premium.

Operations Analyst

06/2022 - 04/2024

Riverbend Community Bank

Springfield, MA

Community bank with 28 branches in western Massachusetts.

- Compiled daily branch volume and teller productivity reports in Excel for 28 branch managers.
- Automated a monthly loan pipeline report with Power BI and SQL, cutting prep time from 2 days to 3 hours.
- Answered about 15 ad hoc data requests a week from lending and deposit teams with a 2-day turnaround.
- Wrote step-by-step Word procedures for 10 key reports so any analyst could run them during month-end close.

EDUCATION

Bachelor of Science

University of Connecticut

Mathematics

Storrs, CT

05/2022