

Edwin Victor Franco

Chicago, IL | 312.696.9367 | evf@edwinvfranco.com | www.edwinvfranco.com | linkedin.com/in/edwinvfranco | [github: evictme](https://github.com/evictme)
Bilingual: English & Spanish (fluent – written and spoken)

OPERATIONS & DATA ANALYST | SYSTEMS & REPORTING

Operations and data-focused analyst with hands-on experience building and managing systems to support reporting, workflow tracking, and decision-making. Known for improving data accuracy, identifying inefficiencies, and implementing process improvements that reduce manual effort and increase operational efficiency.

Brings a cross-functional background across operations, systems, and data management, with a strong focus on turning complex workflows into structured, reliable processes that support day-to-day business performance.

CORE SKILLS

Data Analysis, Reporting & Dashboards, Data Integrity, Data Management | Microsoft Excel (sorting, filtering, formulas, reporting), MS Access, SQL | Workflow Optimization, Process Improvement, Gap Analysis | Metrics Tracking, Performance Monitoring, Operational Analysis | System Troubleshooting, Root Cause Analysis, Problem Solving | Documentation, Process Standardization, Cross-Functional Collaboration

ADDITIONAL CAPABILITIES

Bilingual (English/Spanish), Strong analytical thinking and structured problem solving, Adaptable across data, systems, and operational environments

PROFESSIONAL EXPERIENCE

Spellgather LLC – Founder / Lead Developer

Oct 2025 – Present

Live: www.spellgather.com | GitHub: github.com/evictme (code available upon request)

- Designed and built a system with structured data workflows to track user activity and application behavior
- Developed backend data models to support reporting, tracking, and workflow analysis
- Used real-world usage data to refine workflows and improve system performance

European American Association – Operations / Systems / HR Lead

2011 – 2016 | 2018 – 2025

- Developed and maintained reports and tracking tools to monitor employee activity, compliance, and operational metrics
- Managed large datasets related to employee lifecycle events, ensuring accuracy and consistency across systems
- Analyzed operational data to identify inefficiencies, trends, and gaps, providing recommendations for process improvements
- Performed gap analysis on internal workflows, identifying opportunities for automation and improved data flow
- Implemented workflow improvements that reduced manual processing by ~65% and increased operational efficiency
- Monitored data integrity and resolved inconsistencies, ensuring reliable reporting for leadership and compliance needs
- Communicated findings and risks to leadership, supporting data-driven decision-making
- Built documentation and standardized processes to improve consistency and scalability across teams

IMPACTS & ACHIEVEMENTS

- Built reporting and tracking systems to monitor workflows, compliance, and performance metrics across departments
- Reduced manual workload by ~65% through workflow optimization and system improvements
- Improved data accuracy and consistency across multiple systems and operational processes
- Identified and resolved system-level data issues, preventing recurring errors and improving stability

PROJECTS

Scribex – Embedded Hardware System | www.spellgather.com/scribex

- Built and tested an ESP32-based device, troubleshooting hardware and software interaction issues
- Diagnosed and resolved real-world performance and stability issues through iterative testing