

Drew Steinke

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SUMMARY

Business graduate with experience reviewing data, building reports, and supporting process improvements across training, logistics, and product environments. Comfortable using tools like Excel and AI platforms (ChatGPT, Claude) to analyze information, improve workflows, and communicate insights clearly.

EDUCATION

North Carolina State University (NC State), Raleigh, NC

May 2025

Bachelor of Science in Business Administration

GPA: 3.69

Concentration in Supply Chain Management

Relevant Coursework: Monte Carlo Simulation, Quality Analysis, Tableau Dashboards

Projects:

- Monitored WIP for multiple month-long renovations
- Built a recipe web app that generates grocery lists; designed websites for businesses and genealogy
- Organized online events for 80+ participants, managing logistics, assets, and engagement

WORK EXPERIENCE

Media Development Analyst, Lancaster Safety, Pittsburgh, PA

March 2026-Present

- Improved associate training program and enhanced content by reviewing quiz results to identify commonly missed questions
- Identified areas of improvement by creating reports and summarizing customer trends
- Enhanced training materials by utilizing AI tools (ChatGPT, Claude) to support with content creation and improve clarity

Logistics and Junior Project Management, Reynolds Renovations, Raleigh, NC

Feb 2025-Oct 2025

- Maintained budget and expense tracking for projects, ensuring project profitability
- Communicated expectations, timelines, and issue resolutions between customers, contractors, and suppliers, ensuring clear and timely information flow
- Managed schedules, materials, and deadlines while coordinating multiple stakeholders

Intern, Datacor, Florham Park, NJ

Jun 2024-Aug 2024

- Conducted customer interviews across North America, Europe, and Asia to identify gaps in sustainability tracking
- Created JIRA epics and user stories to support product development and align engineering with business requirements
- Produced industry analysis on global animal feed regulations and collaborated cross-functionally with engineering, pricing, and sales

SKILLS

- **Data:** Excel (Advanced), Power BI, Tableau, PostgreSQL (basic)
- **Tools:** JIRA, Smartsheet, VS Code
- **AI & Automation:** ChatGPT, Claude (workflow support, data analysis, content generation)