

ISABELA MOLINA

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PROFILE

Business operations and analytics professional with 3+ years of U.S. experience in operations management, data analysis, and process improvement for global enterprise clients including Microsoft. Skilled in building KPI dashboards, tracking operational and financial performance, and coordinating end-to-end initiatives that keep cross-functional, international teams aligned across 7+ time zones. Dual ABET-accredited degrees in Biomedical Engineering and Industrial Engineering with a Minor in Management, and an IEEE-published researcher (2024). Trilingual (English, Spanish, French). U.S. Permanent Resident | No sponsorship required.

CORE SKILLS

Business Operations & Program Management • Process Improvement (Six Sigma) • Data Analysis & Visualization (Power BI, Tableau) • KPI Reporting • AI-Driven Analytics • Workforce Modeling • Governance & Stakeholder Communication • Advanced Excel (VBA, Solver) • SQL • Power Point • Power Automate

Languages: *English (Native) • Spanish (Native) • French (Intermediate)*

PROFESSIONAL EXPERIENCE

Consulting Analyst

Seattle, WA → Miami, FL (Jun 2023 – Jul 2026)

Nextant Consulting • Full-time

- Built and maintained Power BI dashboards for Microsoft's Elevate initiative; tracking KPIs and enabling senior finance and program leaders to drive data-informed decisions across an AI-skills program serving educators, students, and nonprofit leaders worldwide.
- Streamlined cross-functional coordination for Microsoft's AI Business Solutions team, connecting sellers, clients, and engineering teams across 7+ time zones; improving efficiency and saving 30+ labor hours per month across a globally distributed organization.
- Modeled a global staffing blueprint for Microsoft's Global Partner Sales organization across 3+ continents; mapping roles, regions, and worker taxonomy to align 800+ resources with worldwide revenue growth targets.
- Produced interactive Reprise product demos for Microsoft Copilot M365; simplifying complex AI features into intuitive user flows to support enterprise sales teams and drive adoption.
- Initiated and led engagement conversations with prospective clients outside the Microsoft ecosystem, identifying new partnership opportunities to diversify and grow Nextant's consulting pipeline.

Computational & Genomic Analyst Intern

Los Angeles, CA (May 2022 – Sep 2022)

University of California, Los Angeles (UCLA) • Internship

- Designed experiments and performed biostatistical analyses on a funded research project on dynamic hydrogels, translating complex biological data into clear findings.
- Produced dashboards, reports, and presentations communicating technical results to multidisciplinary audiences; recognized with the UCLA Research Excellence Award (2022).

Research Assistant — Biomedical Engineering

Remote (Aug 2021 – Aug 2022)

Universidad de Los Andes • Part-time

- Co-authored an IEEE-published article on wearable in-ear EEG devices for non-invasive brain monitoring (DOI: 10.1109/JSEN.2024.3415668).
- Reviewed and synthesized 138+ scientific papers on wearable EEG prototypes, signal processing techniques, and clinical applications.

Research Assistant — School of Management

Bogotá, Colombia (Aug 2019 – Jul 2020)

Universidad de Los Andes • Part-time

- Designed and facilitated focus group research on consumer behavior and purchasing patterns in nanostores in emerging markets; consolidated research databases and performed empirical data analysis for the project: Strategies and Performance in Human Organizations.

EDUCATION

B.Sc. Industrial Engineering, Minor in Management

Universidad de Los Andes, Bogotá, Colombia — ABET-Accredited | 2016 – 2022

B.Sc. Biomedical Engineering

Universidad de Los Andes, Bogotá, Colombia — ABET-Accredited | 2016 – 2022

HONORS & CERTIFICATIONS

- Research Excellence Award – UCLA (2022)
- Top Engineering Student, National Saber Pro Exam — Colombian Ministry of Education (2021)
- Six Sigma White Belt
- Excel Skills for Business Specialization — Macquarie University