

Jeff Tarrant
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EDUCATION

University of North Texas, Denton, TX
Master of Science in Economic Research, May 1995
Minor: Business

Bachelor of Science in Economics, December 1991
Minor: Business

EXPERIENCE

Paris Junior College

Instructor of Economics, January 2005 – Present

- Taught Principles of Economics classes.
- Taught various Business classes.
- Served on institutional committees.
- Worked with faculty to adopt textbooks.
- Worked with students as advisor.

HomeBanc Mortgage Corporation

Market Research Analyst, January 2003 – March 2004

- Designed, maintained and tested for accuracy finance and market research reports.
- Wrote code in Sagent for finance and market research reporting.
- Conducted Competitive Intelligence and Market Surveillance by identifying outside data sources.
- Managed weekly, monthly, and quarterly reports for the StatPac.
- Regularly met with report end-users for updating reports and creating new reports and explaining data analysis.
- Prepared ad-hoc data analysis reports for management.
- Worked with IT to identify and correct data integrity problems.

Conseco Finance

Sr. Credit Risk Analyst, October 2001 – January 2002

- Wrote specs for new collection strategies in Excel.
- Prepared monthly collection strategy reports in Excel using SAS.
- Prepared ad-hoc analysis pertaining to strategy performance in Excel using SAS.
- Wrote SAS programs for reporting and ad-hoc analysis.

GE Capital – JCPenney Credit Services

Portfolio Risk Analyst, May 2000 – September 2001

- Prepared monthly portfolio and system measure analyses using SAS.
- Prepared ad-hoc analysis pertaining to portfolio quality, credit policy, and system performance using SAS.
- Participated in the development of the projected loss forecast measure using SAS.
- Interpreted risk and loss trends for management.
- Participated in the annual Portfolio Performance Review.
- Acted as a liaison between Data Management and Risk Management.

RIA Software

Sr. Tax Accountant, January 1999 – May 2000

- Designed tax compliance software by writing software definitions in Excel.
- Developed Graphical User Interfaces for tax compliance software in Windows NT, Windows 98, and Windows 95 environments.
- Tested software for accuracy, and wrote program change requests.
- Wrote and maintained test plan for the InSource Tax Program.
- Conducted User Conferences seminars.

Fleet Credit Card Services

Decision Support Analyst, October 1997 – November 1998

- Conducted detailed analysis of acquisitions data for Marketing, Finance, and Decision Support in SAS.
- Responsible for daily and weekly reporting of marketing data distributed to Management in SAS.
- Assisted Information Technology and Operations with quality control.
- Prepared detailed ad-hoc analyses for Management in SAS.
- Designed Excel spreadsheets for use by Management.

Lacerte Software Corporation

Tax Support Representative, May 1995 – October 1997

- Assisted clients with the use of the Lacerte Tax Software through phone support.
- Conducted post-sales client training seminars.
- Conducted update seminars for new product releases.
- Conducted internal training classes for new employees.
- Wrote a program tutorial.
- Regularly tested new and current programs for product development.
- Assisted in departmental supervision.

University of North Texas, Department of Economics

Teaching Fellow and Assistant, September 1993 – May 1995

- Taught Principles of Microeconomics.
- Helped write departmental exams.
- Assisted professors with grading and research.
- Worked in the Center for Economic Education.
- Administered student evaluations and proctored exams.

Lomas Mortgage USA

Research Specialist, February 1992 – August 1993

- Responded to homeowner inquiries.
- Analyzed newly acquired loans, cash accounts, escrow accounts and real estate tax accounts.

OTHER SKILLS

- Proficient in Excel, Word, PowerPoint, and Online Course Development.