

# Thomas Urtis

## Microsoft Excel, Office, and VBA Expert

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### Summary

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My name is Tom Urtis. I am a Microsoft Office business analyst, project developer and programmer, highly skilled with 20 years experience in Excel, Access, VBA, and SQL. I seek a contract position where my skills and experience can fill, support, and enhance if asked, clients' operating tools for their analysis, reporting, and forecasting needs.

### Experience

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- 20 years of developing and supporting hundreds of widely-scoped Excel-based projects for business analysis, fully customized with VBA when requested. Links in my Publications section represent such examples.
- Over the past 2 decades, I am well recognized in the global Excel community for the Excel tips and pictorials that I post most days on social media. My links in the Community Activities section show hundreds of examples.
- I am a proponent of business efficiency and adaptability. I have a long-demonstrated history of diverse, scalable projects that I have designed, installed, and supported to clients' full satisfaction, understanding, and ease of use.

### Skills

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- Microsoft Office; expert in Excel, VBA, SQL, and API.
- Advanced programmer and user of Microsoft Access, PowerPoint, and Word.
- Project design and development for automation of efficient, error-free budget and business analysis models.
- Versatility for business' frequent reprioritization of data model revisions and reporting schedules.
- Full ability and familiarity to work independently.
- Effective, respectful communicator, verbal and written, towards ownership, management, staff, and client.

### Publications

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- Author of [Excel VBA 24-Hour Trainer, Second Edition](#), 450 pages with 44 videos and dozens of VBA example workbooks, explaining Excel and VBA from the Beginner to Advanced and Expert levels.
- Co-author of [Don't Fear The Spreadsheet](#), a raw beginner's guide to overcoming Excel's frustrations.
- Author of [Excel VBA 24-Hour Trainer](#), 400 pages, the First Edition of this unique combination of several dozen downloadable workbooks and videos, covering Excel VBA from its origin through 2011.
- Co-author of [Holy Macro! It's 2,500 Excel VBA Examples](#), workbooks solving everyday Excel VBA tasks.

### Community Activities

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[Microsoft Excel MVP](#), 2008 to 2020.

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[tomurtis.com/excelblog](http://tomurtis.com/excelblog)

[XAT \(Excel Aptitude Test\)](#)

### Education

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Michigan State University, Bachelors degree in Business Management.