Robert Smith

Lead Information Architect

CONTACT DETAILS

1737 Marshville Road, Alabama
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PERSONAL STATEMENT

Information Architect professional experience as a Marketing Analyst, Data Analyst, Business Analyst & Lead generation specialist. Owns a Marketing Consulting business focused on small & medium businesses Advance Excel skills (PowerPivot, PivotTable, vlookups, conditional formatting). Used advanced skills in Excel, including pivot tables, dynamic linking, vertical and horizontal look-ups to analyze data, then created dynamic visualizations of marketing operations data to provide constructive support & feedback on process optimization.

WORK EXPERIENCE

Lead Information Architect
ABC Corporation -   June 1999 – July 2001

Responsibilities:

- Produces system installation, setup, administration, API reference and off-the-shelf API system integration, database schema, error messages, testing, and migration documentation.
- Provides usability and interface design, QA testing and qualification results, naming convention feedback, and progress updates to development, QA, customer support, and product, project, and program management.
- Develops project documentation templates, including business requirements, project plans, functional and design specifications, and test plans.
- Participates in system design, cross-functional, and documentation review meetings.
- Produces and distributes training in video and print formats.
- Provides hands-on training for staff and clients.
- Tests system and records defects in QA/QM defect tracker and resolution systems.

Information Architect
Delta Corporation -   1995 – 1999

Responsibilities:

- Information Architect for the enterprise and the 787 program in support of Production Operations Domain.
- Technical consultant for information-related projects to ensure integration and relevance of architecture and system designs to business process .
- Act as liaison between Production Operations Domain and the Common Data Warehouse to assure interfaces are appropriately captured and information is .
- Knowledge of Dassault V5 Suite; CATIA, Enovia, and Delmia and the role they play in the 787 bill structure for BCA.
- Web development and Instruction.
- MS Office System Live Services Systems Administration Network Administration.

SKILLS

Microsoft Office, Indesign, Illustrator, Project Management, Product Management, UX Design, Interior Design, Exhibit Design.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference – 1 (Company Name)
Reference – 2 (Company Name)

- Become proficient in Mac OS.

Education

Master of Arts - (California State University - Chico, CA)