

ROBERT SMITH

Senior Business Consultant I

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

Consummate financial professional with over 30 years' experience. Held positions of responsibility in process as well as job shops. Developed procedures and processes to satisfy Sarbanes - Oxley requirements.

CORE COMPETENCIES

Quality Auditing, Project Management.

PROFESSIONAL EXPERIENCE

Senior Business Consultant I

ABC Corporation - March 2007 – December 2008

Key Deliverables:

- Pfizer is a pharmaceutical leader in the discovery, development, and manufacturing of high-quality medicines.
- Contracted through Sykes Enterprises Managed cGMP on-site and outsourcing vendor activity, instrument repair, calibration, and maintenance.
- Developed instrument calibration programs, schedules, and ongoing management of the process.
- Established cost reduction through retirement onboarding and process improvement using 5s methodology.
- Reviewed equipment user complaints as reported via the DataStream work orders process and resolved issues.
- Developed reporting tools and dashboard reporting for trend analysis and quality compliance.
- Created, edited, and reviewed sops within the document control system for regulatory compliance.

Senior Business Consultant

ABC Corporation - 2005 – 2007

Key Deliverables:

- Led documentation of lessons learned and suggested offshore activities by project phase and distributed to pursuit managers to significantly increase the scale of offshore delivery.
- Spearhead operations for team of writers, facilitating development and cooperation of content and ideas to build eminence for the firm.
- Leadership resulted in the reduction of configuration errors and system defects by 20%.
- Proficiently handled client needs analysis, including scoping, planning, design, and documenting business requirements to fulfill client needs.
- Led design effort to document system component diagrams across various domains for a new product implementation within a non-profit healthcare company.

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- Efficiently developed test scenarios, supervised the planning of testing cycles and managed individual testing cycles.
- Successfully supervised implementation of various technologies and processes for clients across Public Sector, Technology/Media, Healthcare, and Oil/Gas industries..

EDUCATION

- BS in Management and Business - (National Louis University - Wheaton, IL)