MICHAEL R. SECORD

SKILLS

- Experienced in enterprise software implementations and data conversions in high pressure and fast paced professional environments.
- Proficient in T-SQL (Business Intelligence and ETL/CRUD operations in MSSQL, MySQL, Oracle & SQLite)
- Web and web application development with HTML, CSS, & Ruby on Rails using svn & git, and shell scripting.

WORK EXPERIENCE

Secord Labs -- Long Beach, CA

Owner   ***October 2016 – Present***

- Served as part of the implementation and project teams, participating in client contact, configuration, data migration, development, professional services and internal teams during the implementation process.
- Participated in on-site analysis and trainings with clients.
- Assisted in creating test plans for workflow and data validation and assisted in the execution of these plans.
- Managed and created reports using in-house reporting tools & SQL queries in MSSQL.
- Created ETL data migration plans and scripts to migrate from old systems & flat files to MSSQL databases utilizing SQL Server tools, Excel and CRUD methodologies as needed.

BKD, LLP -- Kansas City, MO

Senior Consultant   ***March 2015 – October 2016***

- Served as part of the implementation team, participating in client contact, configuration, data migration, development, professional services and internal teams during the implementation process.
- Worked closely with all project leads as well as the entire project team to ensure all deliverables are completed and delivered on time, in scope and in their entirety.
- Participated in on-site analysis and trainings with clients.
- Assisted in creating test plans for workflow and data validation and assisted in the execution of these plans.
- Performed ETL operations on flat file extracted data, including cleansing and data mapping, implementing CRUD as needed via SQL Server tools, Excel, Access, and other tools.
- Supported multiple concurrent implementations.

Crystal Flash -- Lowell, MI

SQL DBA   ***August 2014 – February 2015***

- Create reports using in-house reporting tools & SQL queries in MSSQL.
- Manage SQL Server infrastructure, performance, and maintenance.
- Converted current Access databases/programs to MSSQL Server using ETL and CRUD methodologies utilizing SQL Server SSIS and import tools.

Rutherford & Associates -- Holland, MI

Business Support Analyst   ***November 2011 – August 2014***

- Support business critical Route Accounting Software for diverse companies ranging from small pizza distributors to major beer/wine distributors and Coca-Cola bottlers.
- Create reports using in-house reporting tools & SQL queries in MSSQL.
- Data extraction, validation, and conversions utilizing ETL and CRUD processes using SQL Server built-in tools, Monarch Pro, Excel, Access and other tools as needed.
- On-site and remote software training & support for both new & existing customers.
- Trained internal employees on new software features.
- Consultation on business processes relating to route accounting.

Summit Training Source -- Grand Rapids, MI

Technical Specialist/QA Specialist   ***June 2011 - November 2011***

- Provided hardware and software support for internal users.
- Supported internally-developed web application over the phone, by email & by remote assistance.
- Assisted in creating QA guidelines and policies for ensuring consistent testing of software.
- Designed and implemented automation of repetitive tasks leading to a 25% increase in efficiency.

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- Ran ad-hoc SQL scripts and queries to support clients, internal and external, as well as the internal development team.

The Iserv Company -- Grand Rapids, MI

IMS Assistant   ***March 2008 - April 2013***

- Ensured integrity of data warehouse (Oracle DB) and SQL/ETL scripts/crons on a daily basis.
- Performed monthly test billing & audit and monitored & completed monthly production billing.
- Support data warehouse client application (Crystal Reports 7).
- Created and ran various SQL queries and scripts.

Data Analyst   ***June 2007 - March 2008***

- Performed analysis, cleansing, and loading (ETL) of acquired companies' billing systems upping efficiency in the process by 20%.
- Created and maintained various SQL queries, scripts, and reports using Crystal Reports.

Customer Support   ***March 2006 - January 2009***

- Answered, resolved & escalated billing and technical questions and issues as necessary via phone and email.
- Handled internal order processing for new and existing customers.

EDUCATION

Baker College

AAS - Accounting/CIS   ***September 2006 - On leave since May 2008***

- Courses include Accounting Concepts, Accounting Fundamentals, Computerized Accounting, Payroll Accounting, Intro to Programming, Intro to Database Applications, Intermediate Database Management

Kenowa Hills High School

General Education   ***June 2005***

- Kent Career Technical Center -- Oracle/SQL, A+ Certification & Information Technology courses