Brian Nelson

999 Main Street Any Town, NY 99999 Cellular: (999)999-9999 Home: (999)999-9999

E-mail: email@gmail.com

QUALIFICATIONS

Over 10 years of experience in Data Warehousing, and ad hoc reporting utilizing such languages/applications as SAS, Microsoft ACCESS, EXCEL, SQL, Business Objects, BRIO, COGNOS, DB2 and Visual Basic

Professional Experience

ABC Inc.

Data Analyst - (3/2007 – 10/2009)

- Designed and implemented reporting tools for the Customer Service initiatives to be used in the planned reduction.
- Worked with Information Technology group in the creation of a Business Objects to simplify reporting requirements.
- Designed and implemented quoting system used daily for orders to avoid duplicate entry.
- Designed and implemented proofing system for orders to increase accuracy.

XYZ Corp.

Data Analyst - (2005 – 2006)

- Global Transaction Processing.
- Support the Account Managers in renewals.
- Audit of renewals.
- Renewal processing, processed over 1500 renewals per month.
- Process Sales Order from data to invoicing.
- Review critical elements for daily sales order transactions.
- Ensuring and reconciling accuracy of data in the system.

BCD Inc.

Data Analyst - (2003 – 2005)

- Create reports Access to assist planners analyze standard costs, VB programming, SQL queries and ODBC links.
- Convert and modify existing matrix reports from Excel pivot tables to a more dynamic reporting tool utilizing Access, Excel and VB programming.
- Prepare month-end and year-to-date P&L management reports.
- Prepare month-end and year-to-date expense allocation reports.
- Prepare ad-hoc reports using Access and Excel pivot tables.

Additional Training

Stanford University Visual Basic

Harvard University Pascal, Basic, and statistics

Yale University Fortan