Susan Soemitro

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A results-driven, dedicated, and self-motivated professional with extensive experience in the IT sector, and a positive attitude and strong work ethic.

I possess excellent SQL skills, and have the proven ability to build rapport and develop effective business relationships, gained through client liaison. I have also gained extensive administration skills, and have a history of delivering successful results. I have exposures to MS Azure and Power BI

I enjoy motivating people, and I believe I would be an asset to your team, with my combination of a desire to grow and learn, and my excellent people skills.

**KEY AREAS OF EXPERTISE**

* Expose to MS Azure and Power BI
* SQL Database/Report Developer
* ETL/SSIS/SSRS/PowerBI
* Problem-Solving, Negotiation and Conflict Management
* Communications
* Adherence to Company Policies and Procedures

**QUALIFICATIONS & TRAINING**

* **Master of Business Administration** - Griffith University
* **Bachelor of Information Technology** - Griffith University
* **MCTS – SQL Server 2008**, Database Development
* **Microsoft Course 6235** – Implementing and Maintaining MS SQL Server 2008 Integration Service
* **Microsoft Course 6232B** – Implementation a MS SQL Server 2008R2 Database
* **Microsoft SQL BI** – 1 day Technical workshop
* **Fast Start in Business Analysis course**
* **Course 2793** – Implementing and maintaining MS SQL Server 2005 Reporting Service
* **Microsoft SQL Server System Administrator**
* **Course 2273A**: Managing and maintaining a Microsoft windows server 2003 environment.
* Querying Microsoft SQL Server 2000 with Transaction-SQL

**IT SKILLS**

* Exposure to MS Azure and Power BI
* MS SQL Server 2008, 2017,2019
* Database Administrator
* Visual studio 2015,2017,2019
* Power BI Desktop

**CAREER HISTORY**

**Max Solutions** Feb 2011 – Jan 2022

*Database Administrator*

Key responsibilities:

\* Provide and gathering data which will be used in Power BI report  
• Develop and maintain SSRS reports  
• Develop and maintain the SQL script  
• Troubleshooting SQL code  
• Ensuring the external data (Government data) are importing into external and internal applications.  
• Provide an application support to users  
• Provide data updates to applications  
• Develop and maintain SSIS packages

\* Using Agile Team – JIRA software

**Ozcare** Jan 2006 – Nov 2010

Database applications/SQL Report Developer

Key responsibilities:

\* To develop, enhance and maintain reports, databases and systems including associated documentation in order to deliver the functional and non-functional requirements of the business.  
• Develop reports required for management and service units using reporting service and T SQL.  
• Liaison with external consultants and developers.  
• Facilitates communication channel between users and developers  
• Gathering, documenting and analysing business requirements. (Specify the changes requirement)

**Bluecare** Jun 2001 – Jan 2006

Information System coordinator / System Administrator

Key responsibilities:

* Provide application supports on Financial Information System (Navision), Billing & Resident Information System (Residata).  
   Manage and implement information system configuration by change request process.  
  Analyse application change request either resolve internally or reassign to outsource vendor  
  Work with users to define or refine technical aspects of complex solutions then escalate application change requests in accordance with company procedures and customer service level agreements.  
  Write a required change specification for software changes.  
  Confers with outsource vendors to provide technical advice and resolve problems.

**Griffith University** Apr 2001 - 8 Jun 2001

Database Admin staff (Volunteer)

Key responsibilities:

* Develop a query to customise report using SQL\*Plus
* Data entry
* Software installation

**CAREER HISTORY (CONTINUED…)**

**Lifeline Brisbane** Mar 2001 – Apr 2001

Clerical /Admin Staff (Volunteer)

Key responsibilities:

* Data Entry
* General administrative duties
* General Reception duties

**PERSONAL ATTRIBUTES**

* Excellent communication skills (both verbal and written)
* Ability to work under pressure, stay calm and meet tight deadlines
* Strong organisational and time management skills, with the ability to multitask and prioritise
* Analytical thinker with sound decision-making skills
* Ability to drive a team or an individual to success
* Optimistic nature and pro-active approach
* Strong sense of responsibility
* Ability to undertake and complete new tasks unsupervised, with speed and efficiency
* Success-oriented with high energy levels
* Team player, who actively motivates staff, and has the ability to also work independently
* Attention to detail
* Building long-lasting relationships and connections
* Easily adaptable to change
* Maintains a high level of professionalism, privacy, and integrity
* Excellent listener, with the ability to understand customer needs, wants, goals and requirements
* Punctual and reliable

**REFEREES**

Available upon request.