

Research Analyst Research Analyst Research Analyst - Garden City Community College Garden City, KS Positive-minded and forward-looking, experienced system analyst/ programmer with information analysis skills is seeking new challenges in field of expertise. Possesses people/communication skills, team player, and self-starter. Knowledge in Microsoft Word & Excel, Informix-SQL, SQL Server, HP-UX, TurnKey, Jenzabar-CX, Datatel Colleague & Benefactor, Business Objects Enterprise/Crystal Reports, and Cognos Impromptu. Authorized to work in the US for any employer Work Experience Research Analyst Garden City Community College - Garden City, KS January 2019 to Present Development and maintenance of reports (federal, state, campus)

Data analysis Documentation Information Analyst Cattle Empire - Satanta, KS 2013 to Present Data research * Data analysis * Development and maintenance of reports * Documentation & flowcharting * Staff Development (Microsoft Office) Database Administrator/Programmer/System Analyst/Director of Institutional Research Garden City Community College - Garden City, KS 1990 to 2013 Institutional research * Development and maintenance of reports (federal, state, campus) * Data analysis * Database management * Administrative software maintenance * Software trouble shooting * Software conversions * Staff development * Documentation * Business Systems, Networking and Technology adjunct instructor. * Supervise computer technician, computer center work-study students, and MCSE intern * Committee service: Computer, Staff Development, Finance, Comprehensive Learning Center, Learning Services, CARS Users Group, Datacore Data entry of general ledgers Lewis Hooper & Dick - Garden City, KS 1987 to 1990 Garden City, KS Computer Department Staff * Assisted with IBM/36 upkeep, programming and software loading. * Data entry of general ledgers, trial balances, income statements, depreciation schedules, and other bookkeeping processes. * Assisted with corporation billings. * Keyed and reviewed tax returns for major corporate accounts. Education Masters of Science in Educational Administration Fort Hays State University - Hays, KS 1993 Bachelors of Science Saint Joseph College - Rensselaer, IN 1987 Skills training, Excel, Management, database, SSRS, Vlookup, Crystal Report, Spreadsheet Certifications/Licenses Driver's License

Name: Scott Collier

Email: callen@example.net

Phone: 001-603-724-4992x234