

Systems Analyst Systems Analyst Student Cincinnati, OH Seeking a project management internship position during the 2019-2020 years in any field. Work Experience Systems Analyst Tyler Technologies - Dayton, OH August 2018 to May 2019 Analyze current document management system and work with on-site team to create a more efficient system Facilitate bi-weekly scrum meetings with team and on-site shareholders Create BPP, SRS, SDS, PID, and agile specific documentation to efficiently migrate our system into the organization IT Co-Op LexisNexis - Miamisburg, OH December 2017 to May 2019 Assist in tracking and documenting issues through ticket dispatch Provide application support through server support Provide secure data to inhouse clients through data backup and restore Provide clients and company information on products through inventory management Assist company in upgrading technology through change management Training of other Co-Ops to assure quick and successful integration into the organization Project Manager UD School - Dayton, OH October 2016 to April 2017 Design and manage the building of a front-loading bicycle to deliver books to inner-city children Manage the funding, schedule and other resources used for the creation of the bicycle Create documentation for stakeholders to understand how the project is progressing Utilize risk mitigation, budgeting, time management skills, and different software to deliver the project Education Bachelor of Science in Management Information Systems in Management Information Systems University of Dayton Dayton May 2020 Skills Autocad (Less than 1 year), Cyber security (1 year), database (2 years), database management (2 years), Java (2 years), Ms office (10+ years), Ms project (1 year), Mysql (1 year), Project management (Less than 1 year), Sdlc (2 years), Sharepoint (1 year), Statistical programming (Less than 1 year), Estimating, budget, maintenance, Outlook, Scheduling Additional Information Technical Skills VBA, Java, and R Statistical Programming, Waterfall/SDLC and Agile Methodologies, Project Management, Access and MySQL database management, knowledge of basic cyber security techniques, AutoCAD and AutoCAD 3D, Tableau, SharePoint, MS Project, MS Office Suite

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