

IT Business Analyst IT Business Analyst IT Business Analyst Redford, MI Business Analyst experience leading cross-functional teams in documentation, testing events, issue resolution, and project delivery. Looking to obtain a challenging position bringing experience supporting distribution and aftermarket business functional components, coordinating meetings between IT teams and internal business, and ensuring smooth flow of technical and business processes that would increase business productivity and turn enhance my skills & competency. Authorized to work in the US for any employer Work Experience IT Business Analyst Magna International Inc - Troy, MI October 2018 to Present Managed \$900k project budget ensuring the team remains within scope while on schedule per project plans Worked with multiple vendors and customers to receive statement of work (SOW), invoices, and purchase orders for multiple projects. IT Business Analyst Cummins Inc - Indianapolis, IN July 2016 to July 2018 Analyzed and identified key road blocks in North America information technology distribution governance process to implement a new solution to improve change requests for enhancements approval process time Managed System Integration Testing (SIT) and User Acceptance Testing (UAT) planning, documentation, ensuring UAT sign-off completion leading to on-time deployment for oracle ERP distribution applications in North America Performed test validations on oracle ERP business management system for new and existing functionality, and served as technical support contact Effectively managed project timeline and schedule for infrastructure migration to meet deadline for project deliverables while providing status reports as the liaison with vendors and distribution leadership Led transition to IBM Rational Software and trained 20 team members on collaboration software to improve communication and reduce queries throughout software development lifecycle (SDLC) Developed and maintained dashboard driving improved communication to various leadership and functions throughout all deployments of program Documented distribution aftermarket business processes to analyze ways to improve customer experience Project Manager Intern Delta Dental - Okemos, MI May 2015 to October 2015 Led infrastructure project for Federal Government Programs to ensure servers remained compliant with Microsoft and Federal Government to reduce support cost Tracked, scheduled, and managed projects using Microsoft Project and Version One Agile Project

Management Software to monitor resource capacity and project budget Assisted in leading transition to VersionOne Agile Project Management Software and in training six individuals to improve communication with clients and reduce queries Analyzed how efficient Enterprise Project Office estimated projects over the course of two years to improve budget forecast for future projects

IT Intern Ford Motor Company - Allen Park, MI May 2013 to August 2013 Analyzed existing work-flows of system to identify and implement operational improvements Created proposals to redesign the enterprise program management office department team website allowing users to find documentation faster while improving the user experience Executed Microsoft SharePoint site maintenance and support ensuring all documentation remained updated for end users

Education
B.S. in Computer Engineering Michigan State University May 2016

Skills ORACLE (2 years), PROJECT MANAGEMENT (2 years), AUTOCAD (Less than 1 year), C++ (Less than 1 year), CADENCE (Less than 1 year), Governance, SQL (1 year), Coordinator (3 years), Business Analysis (3 years)

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Additional Information

SKILLS Expert in Microsoft Suites (i.e Word, Excel, PowerPoint, and Publisher) Novice in Microsoft SharePoint, Microsoft Visio, Microsoft Project, Version One Agile Project Management

Beginner in Cadence Software, AutoCAD, SQL, C++, Python, Oracle Data Visualizer

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