Security and Compliance Business Analyst Security and Compliance Business Analyst Saint Paul, MN Authorized to work in the US for any employer Work Experience Security and Compliance Business Analyst Assurant / Zillion Technology - Woodbury, MN April 2019 to Present   Enforce Security and Compliance for internal users access to applications and databases.   Analyze and manipulate internal users data using Power Query within Microsoft Excel to ensure efficiency and accuracy of user access.   Uses Service Now to submit request to resolve access issues and requests data reports.   Initiate meetings with various department manager's for the Periodic Access Review (PAR) for their applications or databases.   Generate reports from Active Directory and Mainframe database.   Work with team members to implement and improve process procedures.   Document and standardized procedures process. Data and Information System Analyst / IT Support FLS Connect - Oakdale, MN July 2018 to March 2019   Write and execute queries to import, export, build, and modify reports and data records/tables through MSSMS (Microsoft SQL Server Management Studio) and T-SQL (Transact-SQL) to add/convert/update data records.   Analyze data records to ensure efficiency and/or errors using excel spreadsheet, MSSMS and SQL Server Reporting before sending finalized records to clients.   Uses Power BI to assist with our Business Intelligence team to create models, analyze, and project visualization models for our in-house data records.   Uses Adobe Dreamweaver and Notepad++ to analyze, create, modify, and complied scripts (wav and ht files scripts) for outbound and inbound calling projects. Communicate and analyze queries on MSSMS stored-procedures with Database Admin to ensure efficiencies, security and minimized errors between our database server and our client's records. Help desk support for hardware, software, applications and system configuration setup with remote users, call centers and in-house offices using remote access through LogMeIn/RDP (Remote Desktop Protocol) application.   Work directly with project managers and account executives to test and analyze any system issues/errors for internal and external calling projects. SR. Assistant Trust Officer Lead / Research Analyst US BANK - Saint Paul, MN December 2015 to July 2018   Test and analyze new internal applications, new procedures and processes.   Analyze, research and resolve complex exceptions and disputes from clients and team members.   Worked directly with project

managers on implementation and provided consultation for internal database consistency. Analyze and audit new and modified home mortgage loan files on a daily basis. Supervise and disburse daily production tasks to team members and conduct electronic communications internal and external partners. Audit mortgage files of all team members and provide cross training to ensure quality and standards are being met. Research and Remediation Analyst WELLS FARGO HOME MORTGAGE - Minneapolis, MN May 2015 to August 2015 Review and research on GFE (Good Faith Estimate) changes to approve or reject the changes on mortgage documentation, including; loan amount, property address, etc. Communicate with Underwriter and Loan Officer through multiple communication channels including email, instant messaging, and phone calls to obtain corrected or changed pricing on the GFE. Gather daily workflow and finalize decision; ELF (Electronic Loan File), review final documentation of the customer's entire mortgage file. Daily use of multiple programs, including MS Word and Outlook for note taking and communications with Underwriters and Sales representatives. Federal Student Loan Auditor IQOR - Plymouth, MN July 2014 to May 2015 Review customer files for federal student loan repayment and program requirements; verify information and escalate cases that require further analysis and research. Review customer income and payment history; handle all incoming correspondence according to assigned activities and responsibilities. Calculate and determine customer monthly federal student loan payments based on current income and household size, adhering to process rules and procedures. Navigate multiple systems and programs to review confidential information relating to individual customers. Home Preservation Closer WELLS FARGO HOME MORTGAGE/ DasErte LTD- Select QC - Bloomington, MN April 2013 to July 2014 Review Freddie Mac modification loans; Security Instrument (Modification), Note, and Worksheet (Cap Sheet) to verify borrower(s) information and modification data the borrower(s) have agreed upon. Work with HPS (Home Preservation Specialist) to ensure all requirements for the modification settlements are analyzed correctly. Proficient in the following programs and software: CPI/Fidelity/MSP, LPS Desktop, LM Workout, Auto Workout Complete, ICMP-LIV, ERLMF Workflow, WII, Cash Reversal, Excel and PTS (Production Tracking System). Education AAS degree in Business Information Technology St.

Paul College - Saint Paul, MN Skills Microsoft Office, Powerpoint, Typing, Management, Business Development, Data Entry, Microsoft Power Query, Business Analysis, SQL

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