

Salesforce Administrator Salesforce Administrator Financial Data Analyst - The NPD Group
Ronkonkoma, NY Work Experience Salesforce Administrator SmartSource Rentals - Hauppauge,
NY February 2019 to Present Managed Salesforce 125 Salesforce licenses to promote 95% user
activity. Coordinated with 45 sales reps in 5 channels to examine Salesforce pipeline and
brainstorm new revenue opportunities. Created reports and dashboards that reps can effectively
use to monitor YTD revenue to YTD budget as well as forecast pipeline to budget. Created lead
assignment rules based on several factors; geography, product type and industry, to ensure clients
were aligned with the most capable rep to meet their needs. Executed focused marketing
campaigns by detailing leads and contacts that met certain criteria based on past behavior.

Financial Data Analyst The NPD Group - Port Washington, NY July 2018 to February 2019
Analyzed trends on financial KPIs representing revenue, expenses and capital expenditures. ?
Distributed monthly reports explaining KPI variances along with detailed action plans. ? Automated
reporting of financial model by incorporating VBA in Microsoft Excel.

Manufacturing Supervisor The
Nature's Bounty Co - Bohemia, NY May 2017 to July 2018 Manufactured 3 million tablets and
capsules each shift by managing assignments for 25 employees. ? Improved machine efficiency in
compression by 5% by analyzing downtime data with pareto graphs. ? Enhanced product quality by
reducing process variability in 5 work areas and 30 production machines. ? Reduced safety
incidents in compression/encapsulation by 10% by implementing 5S system in injury prone areas. ?
Coached employees on standard operating procedures, safety guidelines and work instructions by
providing feedback via observation.

Quality Systems Analyst NBTY Inc - Bohemia, NY November
2015 to May 2017 Managed quality management systems by reviewing non-conformance reports
and CAPAs on a daily basis. ? Monitored timely disposition and execution of material review by
facilitating 3 material review meetings per week. ? Tracked quality defect and root cause trends by
applying pareto analysis to custom PQM reports.

Quality Systems Auditor NBTY Inc - Bohemia, NY
December 2014 to November 2015 Ensured 21 CFR 111 compliance by auditing designated
processes for 2 packaging facilities on a monthly basis. ? Communicated top 10 audit findings to
plant management by graphing observations in bar chart. ? Coordinated recurring monthly

meetings with 6 department managers to formulate actions plans regarding audit findings. Education Bachelor of Science in Business Management in Finance State University of New York at Stony Brook University - Stony Brook, NY May 2013 Skills EXCEL, MS EXCEL, POWERPOINT, WORD, TIME MANAGEMENT Additional Information Skills ? Proficient with MS Excel, Word and PowerPoint ? Technical writing ? Data presentation ? Time management ? Leadership

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