

Adam Lane

Experienced analyst, cross-functional team leader and strategic communicator. Passionate about improving information systems and processes.

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EXPERIENCE

The Ohio State University

Business Systems Analyst

Columbus, Ohio

September 2014 – Present

- Utilize SQL queries to gather, analyze, and evaluate organizational data, in line with business needs.
- Strong focus on continuous improvement, while continuing to deliver high quality results for business partners.
- Collaborate with HR administrators and other stakeholders to prioritize and address any data quality risks that have been identified.
- Analyze HR project data based on ad-hoc queries and provide overviews for leadership teams. Create written training materials and assist with in-person software training on request.
- Review and approve HR information system access requests for HR employees.
- Design summary documents and status-tracking spreadsheets to capture deliverables provided by university HR business leads as part of a university-wide audit of sensitive employee data.
- Craft all documentation and official communications associated with the administration of a complex business system process, utilized to ensure financial accounting accuracy for faculty and physician appointments held concurrently at Nationwide Children's Hospital and The Ohio State University Medical Center.
- Collaborate with analytics software developers to design and streamline routine data management processes.
- Responsible for operational support for payroll processing in PeopleSoft, for errors related to HR and benefits data.
- Responsible for routine troubleshooting and reprocessing of employee benefit enrollments, using PeopleSoft's automated benefit enrollment module (Benefits Administration).

Vecna Technologies

Business Analyst / Project Manager

Cambridge, Massachusetts

May 2011 – June 2014

- Managed a series of implementation projects to fully integrate a new line of cloud-based appointment management software solutions for the US Department of Veterans Affairs and The United States Military Health System.
- Served as primary point of contact for business and IT stakeholders at each healthcare facility throughout the duration of solution implementation.
- Tracked status of project deliverables expected from IT and administrative staff at client sites.
- Served as liaison between software integration specialists at Vecna and IT leads at client sites.
- Conducted site assessments at over 100 healthcare facilities, working with designated leads at each medical center to determine and document product installation specifications.
- Collaborated with training consultants to develop a branded line of user guides for the software portion of the product; documentation met all 508 compliance standards.
- Provided on-site training and support for hundreds of administrative and healthcare professionals.
- Contributed to software testing efforts and managed product orders.

Martin Research and Consulting (MRAC, LLC)

Research Assistant

Cambridge, Massachusetts

June 2010 – May 2011

- Carried out two full iterations of a technology-focused research effort, sponsored by the Department of Homeland Security's Science and Technology Directorate; findings contributed to current body of research on deception and threat detection.
- Developed study procedures, carried out scheduling, recruiting and administration.
- Participated in study design, planning and participant relations.
- Conducted data validation tasks and statistical analyses, utilizing Microsoft Excel and SPSS.
- Established and maintained a professional and ethical research environment, in line with current specifications established by The New England Institutional Review Board (NEIRB) for volunteer research.

EDUCATION

Ohio University

Psychology, Bachelor of Arts

Tech Talent South

JavaScript Application Development (React, Redux, Firebase)

Tech Talent South

Java Fundamentals (Spring Boot, JSP, Git)

Tech Talent South

Code Immersion Program (Ruby on Rails, JavaScript, Git)

Athens, Ohio

May 2007 – June 2010

Columbus, Ohio

March 2019 – May 2019

Columbus, Ohio

December 2018 – February 2019

Columbus, Ohio

November 2018 – January 2019

CERTIFICATIONS

SAS Programming 1: Essentials (2018)

VOLUNTEERING

Volunteer at two local food pantries in Columbus (NNEMAP, Neighborhood Services Inc)