

Brandon Heberer

Business Analyst

As a recent MBA graduate, I am very excited to start the next phase in my career by applying my education and experience in the private sector. While I enjoyed working for local government over the last four years because of the real-world business experience I gained, I am now capable of taking on even greater challenges and responsibilities within larger organizations. I have a proven track record of completing progressively complex projects which helped increase productivity, improve interoffice communication, track performance, measure outcomes, and have a positive impact on accountability. I am extremely confident that I will be able to transfer my skillset to your organization while taking very little time to adapt and build relationships.

EXPERIENCE

Jun 2015 – Dec 2018	Staff Analyst III	Dept. of Public Health
<ul style="list-style-type: none">Reduced a backlog of more than 2,800 pending Service Authorization Requests to just over 100 at any given timeCreated reports to track employee performance and increase accountabilityImplemented SQL databases that improved interoffice communication, gave managers the ability to track performance, and eliminated data entry duplication between staff membersTransitioned the division to 90% paperless by implementing business rules and routing logic with the document management system LaserficheGenerated RFPs, reviewed responses, and awarded vendorsServed as liaison to the Fresno County Board of SupervisorsSecured an \$11.3 million State grant, oversaw implementation of the program, and monitored vendor performanceTransferred Maintenance and Transportation Request responsibilities from supervisors to line staff by creating workflow diagrams and SOP's thereby turning the normal 45-day turnaround time into an average of three business daysImplemented and administered the Division's SharePoint siteGenerated and managed all Division contracts		
Apr 2010 – Jun 2015	Assistant Manager	VIOC, Inc.
<ul style="list-style-type: none">Transitioned from CSR to Assistant Manager within one yearGenerated and interpreted P&L reports for upper managementIncreased sales by 40% due to training programs that I developedSupervised a diverse staff of 10 employees with varying responsibilities		

EDUCATION

Jan 2016 - Dec 2018	MBA Degree – Finance Focus	CSU, Fresno
<ul style="list-style-type: none">Graduated <i>cum laude</i> (3.5/4.0 GPA)Won second place in an investment simulation challenge with a 63% returnExcelled in the areas of contemporary leadership, organizational behavior, statistical analysis, information systems, and strategy implementation		
Jan 2011 – May 2014	BS Degree – Business Administration	CSU, Fresno
<ul style="list-style-type: none">Led a group of five students to victory in a 45-team competition resulting in the reduction of a local hospice's admittance time from 72 to 12 hours by implementing a mobile intake process while remaining HIPAA compliantExcelled in the areas of financial and managerial accounting, business communication, strategic management, and production operation management		

Personal Info

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Skills

Problem Solving ●●●●○ Advanced

Oral & Written Communication ●●●●● Expert

Leadership ●●●●○ Advanced

Critical Thinking ●●●●● Expert

Time Management ●●●●● Expert

Software

MS Office ●●●●● Expert

VBA ●●●●○ Advanced

Power BI ●●●●● Expert

Tableau ●●●○○ Intermediate

SQL/MySQL ●●●●○ Advanced

Python ●●●○○ Intermediate

SAP Business Objects ●●●●○ Advanced

PeopleSoft Financials ●●●●○ Advanced