RESUME OF STANLEY L. TETRAULT

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SUMMARY:

Mr. Tetrault possesses many years of experience in the information technology field and has worked extensively in all aspects of the systems development life cycle in a variety of business coordination and technical capacities, from business requirements definition and project planning through quality assurance testing and project implementation. He has a blend of analytical and technical skills, is self-directed, easily adapts to changing priorities and environments, and is an effective written and verbal communicator. He works in conjunction with both business and IT communities to produce efficient system solutions. He has worked in both distributed and mainframe environments.

OBJECTIVE:

Seeking to leverage analytical and technical expertise as a senior business systems analyst in an alternatively structured role (contract, part time, work from home) with industry, government or non-profit organization.

SKILLS:

Team lead, estimating, planning, SDLC, Agile development, meeting facilitation (JAD), workflow diagramming, business requirements development, gap analysis, cost benefit analysis, use case development, functional and technical specification writing, QA/regression testing, enterprise analysis and design, data modeling, data mapping, training, software evaluation, mentoring, automated testing tools, defect tracking, MS Project, Visio, Rational tools, Visual Basic, MS Office Suite, MS SQL Server, HTML. Familiarity with SOA, CGI, Active Server Pages (ASP), Perl, Java, C++, XML, SOAP, VB.net, web services, OOA, RUP, ClearQuest, Photoshop, MS FrontPage, Joomla, EDI, Lotus Notes, DB2, SQL, QMF, MQ Series, SQL Server and stored procedures, CICS, SDF2, JCL, IMS/DB/DC, MFS, numerous utilities. IIBA member-adheres to principles and techniques of business analysis expressed in the IIBA BABOK.

INDUSTRY EXPERIENCE:

* Insurance:
  + Property & Casualty, Health Care, Enrollment & Billing, Claims Administration, Fixed and Variable Life and Annuities, Vantage One, Agency and Brokerage, Pensions, Field Administration, Reinsurance, Personal lines, Worker’s Comp.
* Manufacturing:
  + Bill of Materials, Spare Parts, Purchasing, Telecommunications.
* Financial:
  + Credit Bureau.
* State Government:
  + Commercial Recording (business filings), Voter Registration, Unemployment Compensation.
* Non-profit:
  + Web applications, fund-raising software development.

EDUCATION:

B.A., Rutgers, The State University of New Jersey

EMPLOYMENT EXPERIENCE:

LexisNexis Risk Solutions, Hartford, CT 08/06-12/11

Business Systems Analyst

As a member of the Technical Analyst team, was involved in new development and maintenance for Policy Decisions, this software vendor’s Property & Casualty policy administration product.

* Provided analysis and design services for client-specific enhancements to the base system.
* Lead analyst providing extensive interaction with numerous clients in design, development, testing and troubleshooting problems.
* Expert in gathering business requirements.
* Engaged in enterprise analysis, developing solutions for integration of insurance products.
* Developed numerous complex technical specification documents for a wide variety of clients.
* Focused on core policy writing functions and common features of the system.
* Subject matter expertise included quick quote, cancellations, renewals, automatic transaction processing, batch print utility, interfaces to/from internal and client web portals, web service development and data integration between product domains.
* Involved on a daily basis with analytical testing, QA testing and development of test plans.
* Advocate for extending use of internally developed software tools and client-facing utilities.
* Mentored newer analysts.
* Conducted training classes on specification writing for the Policy Decisions user interface.
* Presented workshop at the LexisNexis LearningPoint2008 user group conference.
* Policy Decisions provides policy-lifecycle administration as a web enabled application, running on multiple application and web servers, utilizes Microsoft’s .net architecture and SQL Server databases.
* Gained familiarity with SOA concepts and use of the NServiceBus messaging technology.

Hartford Chapter of IIBA, 04/01/10-10/01/11

Chair, Website Management

Responsible for creation and implementation of strategies utilizing the internet to grow membership and provide useful electronic content. Installed event registration and payment processing functionality.

ANTHEM INC., North Haven, CT 06//04-08/06

Senior Application Developer

Subject matter expert for all aspects of the ACES Enrollment and Billing System, engaged in requirements analysis related to HIPAA mandated national provider id (NPI) enhancements.

* Analysis included detailed examination of subsystems for web enrollment, member enrollment front end, automated enrollment, all external/internal interfaces from business and IT perspectives
* Development of business and IT requirements, unit/integration/user acceptance and regression test plans, execution and documentation of test results

Implemented major enhancement to ACES Billing subsystem for CT Medicaid conversion.

* Analyzed existing billing system components, designed new functionality.
* Functions included monthly creation of receivables, retroactive membership change processing, invoicing, bulk payment processing from 820 files, lockbox payments, delinquency identification, update of core system and specialized DB2 tables, reporting and reconciliation processing.
* Developed technical specifications for offshore resources.
* Created job flows, planned unit test, integration and regression testing.
* Performed platform migrations, adhering to new release management standards and Sarbanes Oxley audit controls.
* Approx 20 new batch jobs, 150 new programs implemented within extremely short timeframe.
* Heavy interaction with business community in both design and test phases of project.

CONSULTING EXPERIENCE:

ANTHEM, INC., North Haven, CT 08/02-12/03

Business analyst and team lead

Mr. Tetrault was brought in to help this health insurance company meet compliance deadlines associated with HIPAA (Health Insurance Portability and Accountability Act), specifically the privacy rule.

Front-end data entry and inquiry system was web-enabled .net application. Back end database was MS SQL Server.

In a subsequent project, Mr. Tetrault became familiar with online claim processing and was assigned to automate the payment of Medicare Part B claims from intermediary companies. Successful completion of this effort was projected to save the company approximately $400,000.

NEW ENGLAND DOLLARS FOR SCHOLARS, Stoneham, MA 08/01-12/02 (part time)

Designer, developer, tech writer, sales rep

Through grants, Mr. Tetrault was retained by this regional nonprofit organization where he designed and developed Donor Tracker, a package of software and other fundraising materials on CD-ROM that makes it easier for chapter volunteers to keep accurate and easily accessible records on all monies raised, including endowment gifts.

AETNA INC., Middletown, CT 08/01-06/02

Technical lead analyst

Contracted to provide support for an Electronic Correspondence Handling System, Mr. Tetrault was involved in many development tasks for this health care insurer.

Performed analysis, database design, architecture development, mainframe infrastructure and database support for this client/server system comprised of a web-enabled front end that employed Java server pages, servlets, javascript, JDBC, Websphere application servers to backend CICS online and batch facilities with DB2 stored procedures, MQ Series and MQ Workflow.

PHOENIX HOME LIFE, Hartford, CT 09/99-07/01

Business analyst and team lead

Mr. Tetrault performed many tasks during his assignment at this insurer.

Among them, he performed design/development of back-end extract/update processes needed for a client/server-based security access system. Technology included integration of CICS/DB2 data access with MQ Series, AIX based UDB tables with Java front end.

SCHOLARSHIP AMERICA, INC., St. Peter, MN 4/99-9/99

Project manager, business analyst, designer

Based on previous Internet experience with this organization, Mr. Tetrault assisted in development associated with enhancement of a web presence for the national office of Dollars for Scholars (a program Scholarship America).

PHOENIX HOME LIFE, Hartford, CT 01/98-04/99

Business analyst, technical lead

Provided technical expertise to interface the Producer Data File with the Client System.

STATE OF CONNECTICUT, SECRETARY OF STATE, Hartford, CT 4/96-1/98

Developer, QA tester

Mr. Tetrault implemented legislated modifications to CONCORD, an administrative system used by the Secretary of State’s Commercial Recording Division.

PREVIOUS EMPLOYMENT EXPERIENCE:

LIBERTY SYSTEMS, INC., Tolland, CT 1981-2003, President and Senior consultant

Contracted directly or on sub-contract basis with Fortune 500 companies primarily developing online systems in distributed client/server and mainframe environments.