

Jessica Claire

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PROFESSIONAL SUMMARY	<p>Experienced Electronic Data Interchange Analyst with a demonstrated history of working in the automotive industry. Skilled in Operations Management, Management, SAP ERP, Continuous Improvement, and ISO Standards. Strong information technology professional graduated from Limestone College.</p>
SKILLS	<ul style="list-style-type: none">Organization and Time managementSelf-motivated professionalTeamworkFlexible & AdaptableMultitasking abilitiesAnalytical skillsProject ManagementAdaptabilityTeam LeadershipOperations managementLogistics OperationsData analysisTeam LeadershipInterpersonal Communication
WORK HISTORY	<p>EDI/SAP FUNCTIONAL ANALYST 07/2016 to CURRENT Cargill, Inc. Mentone, IN EDI implementation for automotive – EDI (X12/EDIFACT/VAN/OFTP) – Support third-party EDI development staff with the document mappings while managing EDI-related developments with the customer by coordinating the testing, implementation, and approvals Responsible for analyzing and designing specifications used for enhancements and extensions in EDI applications, interfaces, mappings, cutover plans, and activities. SAP implementation and support of EDI, SD, MM, PP, and LM modules Prepare cutover plans and help deployment team in cutover activities Interpret end users' problems with the ERP system; EDI data loads; supplier portal posting; or, production line programming as related to EDI or the ERP system: answering questions, and providing solutions with minimal or no supervision for all business units including production line areas – over the phone Design and develop trading partner barcode shipping labels as per customer specification with the occasional aid of the ERP development staff</p> <p>IT/MANUFACTURING DEVELOPMENT 09/2010 to 06/2016 Advantest America Corporation Chandler, AZ Program manager of the QAD implementation Project manager of the EDI implementation (X12/VAN) Liaised with third party supplier and coordinated resources for production line program development to meet customer sequencing, labeling, and shipping requirements during QAD implementation Set up and maintained ERP system roles and responsibilities for QAD and Trans4m Provided support for system functional, operational, and technical issues Maintained EDI and Manufacturing Business Analyst role and responsibilities</p> <p>EDI AND MANUFACTURING BUSINESS ANALYST 08/2005 to 08/2010 Barrett Business Services Bountiful, UT Coordinated projects and provided accurate end-user information based on complex analysis Worked as a team member on department projects to include design, development, planning, implementation, and support roles Collaborated with various business units in the organization to facilitate implementation of new or improved reporting processes and functions Identified and resolved systems issues using ERP solutions Designed and developed trading partner barcode shipping labels as per customer specification with the occasional aid of the ERP development staff Documented work instructions for the end-user on all trading partner specifications and shipping labels Designed and developed production line identification labels per business specification with support of production line program development staff for implementation Analyzed and designed specifications used for enhancements and extensions in EDI applications, interfaces, and mappings. Continued Technical Services Specialist role and responsibilities</p> <p>TECHNICAL SERVICES SPECIALIST 06/2001 to 08/2005 Mekra Lang North America City, STATE Confirmed program objectives and specifications by testing new programs: compared programs with established standards, making necessary modifications Evaluated vendor-supplied software by studying user and production line objectives then tested software compatibility with existing hardware and programs Supported ERP implementation and installation of Trans4m Organized and assisted third party support to create applications, programs, and interfaces for production lines Support third party EDI development staff with the document mappings while managing EDI-related developments with the customer by coordinating the testing, implementation, and approvals Set up and maintained ERP system roles and responsibilities for Trans4m</p> <p>SYSTEM ADMINISTRATOR 04/1997 to 06/2001 Hansen International, Inc City, STATE Sustained three locations Maintained network; hardware; internal phone system; company phones and pagers; and, computer systems and network servers Provided documentation and technical specifications to executive management for planning and implementing new or upgrades to the IT infrastructures Assisted helpdesk support efforts by making sure all desktop applications, workstations, and related equipment problems were resolved promptly with minimal or no supervision for all business units including production line areas Supported an ERP implementation and installation of MAS90</p> <p>DATA ENTRY 01/1995 to 03/1997 Hansen International, Inc City, STATE Performed work order entry and reporting for production lines Supported ERP implementation of MAS90</p>
EDUCATION	<p>Project Management Certificate Project Management 06/2018 University of South Carolina - Columbia, Columbia, SC</p> <p>Enterprise Resources Planning (ERP/SAP) Certificate Business 06/2017 Georgia Southern University, Statesboro, GA</p> <p>Bachelor Of Science Information Technology 06/2000 Limestone College, Gaffney, SC</p> <p>Computer Operator Certificate Computer Science And Programming 06/1992 Allegheny College, Meadville, PA</p>
CERTIFICATIONS	<ul style="list-style-type: none">C_TERP10_67 Application Associate - Business Foundation & Integration with SAP ERP 6.07 - 2017