

# **Adam R. Worzella**

---

N5291 Blueberry Lane, Plymouth, WI 53073

Cellular: 920-385-8591

worzella1982@yahoo.com

## **SUMMARY**

I am an accomplished business analyst and project manager from a Fortune 500 company skilled in achieving operational efficiency, increasing customer satisfaction, and creating solutions-oriented process improvements.

## **HIGHLIGHTS**

- Proficient in Microsoft Suite, Essbase, Lotus Notes
- Moderate experience with Microsoft Project/PMI
- Proficient in financial data systems and analysis
- Experience with Project Management and SDLC
- Very teachable, personable, and open minded
- Highly skilled in multitasking, time management, and deadline achievement
- Analytical problem solver, always looking to learn more

## **ACCOMPLISHMENTS**

- Created and implemented over 20 operational process improvements
- 2006 Employee of the Year
- Promotion to operational financial analyst assistant and operations leadership team
- Multiple team player and service excellence awards

## **EXPERIENCE**

### **US BANK CONSUMER LOAN & LEASE OPERATIONS**

Oshkosh, WI

**Business Analyst:** 06/2006 – 01/2012

- Performed analysis related to: Quality Assurance, Risk Management, Accounting, IT Operations, Bank Services, and Audit
- Experienced SDLC and PLM – both Agile (Scrum) and Waterfall methodologies – looking to learn Cucumber
- Skilled in prioritization, benefits analysis, user requirements, design, functional, technical and testing matrix documentation
- Leadership experience and performed implementation of pre-testing, defect reporting/resolution, live-testing, and post-testing
- Participated in BCP planning, E-Commerce, Statistical Analysis, Financial Analysis, Financial Reporting, and QBA
- Process/Business Solution driven through idea recommendations and SMART objective principles
- Lead analyst representative for all bank acquisitions/mergers and private client groups
- Vendor relations advocate and lead contact
- Performed ongoing education to coworkers in relations to vendor policies, department procedures, and software updates
- Communication leadership and organization skills adapted through leading and attending many project meetings and calls

## **EDUCATION**

**Bachelors Degree:** Business Administration 2006

**University of Wisconsin-Oshkosh,** Oshkosh, WI, USA

- Emphasis in Finance
- Coursework in Accounting, Finance, Economics, Human Resources, Marketing, Ops Management, IT, QBA,
- Member of the Finance Club

## **SKILLS**

**People Skills:** Patient, honest, ethical, personable, modest, courteous, respectable, punctual, understanding

**Business-Specific Skills:** Agile, adaptable, driven, analytical, professional, team player, independent worker, communications