Business Analyst Resume Sample

(xxx)-xxx-xxxx | your@email.com | 123 Your Address, City, State Zip Code

CAREER OBJECTIVE

Meticulous Business Analyst with over 5 years of experience in analyzing market trends and developing dynamic business strategies. Looking to apply my ample experience and skills in predictive analysis toward the success of your company via the open analyst position. Possesses a B.S. in Business Administration from one of the most premier programs in the country. My proven record of success in a myriad of industries will make me an immediate contributor at your company.

PROFESSIONAL EXPERIENCE

CLEARBROOKE INC, Minneapolis, MN   November 2013 - Present
Business Intelligence Analyst
- Perform in-depth analyses on market trends and practices which led to the implementation of new marketing strategies and a 4.7% increase in revenue
- Brief CEO, COO, and CFO weekly with detailed analytical reports
- Aid in the development of a novel sales strategy which saw an 8% increase in conversion
- Analyze the trends and retention rates of over 1,200 accounts
- Develop and recommend solutions for executive queries
- Communicate regularly with high-level clients to understand consumer concerns and stay abreast of industry trends

HOFFMAN INDUSTRIAL, Saint Paul, MN   August 2012 – October 2013
Business Analyst
- Monitor forecasts and consumer data for changes and offered solutions
- Identify redundancies in the supply chain resulting in annual savings of $2,300
- Work independently and under limited supervision to analyze client data accounting for over $2 million in revenue
- Generate 12 comprehensive reports annually for review by the executive team
- Prepare and give monthly presentations for company-wide meetings
- Use database management software to analyze consumer trends and update business and marketing strategies accordingly

EDUCATION

Bachelor of Science in Business Administration, UNIVERSITY OF MINNESOTA, Minneapolis, MN
May 2012
Graduated with Honors | GPA 3.85/4.0

ADDITIONAL SKILLS

- Strong proficiency with Oracle, MySQL, IBM DB2, and SAS/SAP data solution systems
- Mastery of Microsoft Office Suite (Word, Excel, and Powerpoint)
- Bilingual (English/Spanish)