


BUSINESS ANALYST

from Resume Genius

CONTACT

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EDUCATION

B.A. BUSINESS MANAGEMENT
Cowell University, Chicago, IL
2013

A.A. INFORMATION
TECHNOLOGY
Cowell University, Chicago, IL
2011

KEY SKILLS

Microsoft Office Suite



SQL Expert



Wrike and AtTask Proficient



EDI Standards and Processing



Agile Software Development



Team Leadership



AWARDS

CUM LAUDE / 2013
Cowell University, Chicago, IL

RESUME OBJECTIVE

Business Analyst with over 5 years of experience supporting business solution software and analyzing business operations. Aiming to utilize my strong prioritization skills and analytical ability to achieve the goals of your company. Possess a B.A. in Business Administration and Certification of Competency in Business Analysis.

PROFESSIONAL EXPERIENCE

BUSINESS ANALYST

Telco / Boston, MA / 2016 - Present

- Develop business architecture using requirements such as scope, processes, alternatives, and risks.
- Analyze client's business requirements and processes through document analysis, interviews, workshops, and workflow analysis.
- Conduct 5+ levels of testing including functional, regression, user acceptance, integration, and performance to verify the client's needs are met
- Communicate client's business requirements by constructing easy- to-understand data and process models

BUSINESS ANALYST

Chantilly Charmane / Boston, MA / 2013 - 2016

- Engage client to gather software requirements/business rules, and ensure alignment with development teams
- Translate stakeholder requirements into over 10 different tangible deliverables such as functional specifications, user cases, user stories, workflow/process diagrams, data flow/data model diagrams.
- Evaluate risks related to requirements implementation, testing processes, project communications, and training saving the company on average \$5,000+.
- Identify and reconcile errors in client data to ensure accurate business requirements.
- Draft and maintain business requirements and align them with functional and technical requirements.