

# NAME

📍 XXXXXXXX, New York, New York 10001 | 📞 XXX.XXX.XXXX | ✉ XXXX@gmail.com

## BUSINESS ANALYST

### QUALIFICATIONS PROFILE

Detail-oriented, multifaceted, and solutions-oriented professional, offering wide-ranging experience in business analysis; complemented with knowledge of information technology operations. Adept at collecting, documenting, and assessing needs and requirements for the development and modification of company systems. Highly capable of managing multiple tasks while thriving within fast-paced environments to support organizational objectives. Armed with excellent communication and interpersonal skills in building productive relationships with individuals of different backgrounds.

### CORE COMPETENCIES

Data Manipulation and Visualization | Client Services and Relations | Troubleshooting  
Application Management | Cross-functional Collaboration | Rapid Conflict Resolution

### PROFESSIONAL EXPERIENCE

XXXXXXXXXX, New York, NY

**Business Analyst II**  
**Business Analyst**

**2017–Present**  
**2014–2017**

- Hold accountability in planning and creating various forecast models
- Provide first-rate service to numerous clients including discussing complex modeling techniques
- Take charge of key functions such as data analysis, visualization, and manipulation
- Display technical skills in designing custom applications in Python for enhanced report mapping
- Promptly identify and resolve business-related issues in partnership with analysts
- Earned promotion to business analyst II for demonstrating exceptional work performance.

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**Intern**

**2014**

- Rendered assistance in analyzing Google Analytics user data, as well as in implementing Tableau into customer-facing software using Tableau Desktop and Tableau Online
- Assumed responsibility in identifying data inaccuracies; updating SQL databases for added columns and tables; and introducing new features to client-facing software

### EDUCATION

**Bachelor of Science in Statistics: 2014**  
XXXXXXXXXXXXXX, New York, NY  
*Dean's List*

### TECHNICAL ACUMEN

Tableau | Power BI | Alteryx | Oracle BI | R | Python | Java | SQL