

ARCHIE COOK

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BUSINESS ANALYST / DEVELOPER / SYSTEMS ANALYST

Seeking to Leverage Technical, Analytical, and Communication Skills in Analyst Position Requiring Knowledge of Business Intelligence Tools and High Standards of Excellence

Quality-focused, detail-oriented analyst, developer, and liaison with 7 years of overall experience, demonstrating track record of providing solutions for high-priority business goals and strategic senior management decisions. Skilled troubleshooter and problem-solver, with ability to translate business intelligence and performance management requirements into manageable data formats. Contribute within projects at all lifecycle phases to meet strict time deadlines. Expertise in Cognos applications.

KNOWLEDGE & SKILL AREAS

System Development Life Cycle
Data Warehousing Best Practices
Total Quality Management (TQM)
Software Development Methodology

Business & Systems Solutions
Project Life Cycle Management
Inter-/Intra-Organizational
Corporate Performance Management

Business Intelligence Tools
Stakeholder Communications
Liaison Business Process Modeling
Functional Requirement Review

Technical Summary:

Tools: COGNOS SERIES 7.1- Impromptu, PowerPlay, Transformer, Access Manager, Configuration Manager, Report Server, DTS Services, Cold Fusion Studio; Microsoft Visio, Word, Excel, Project, Access, Outlook, SQL 2000 Enterprise Manager; Fox Pro 2.6, Crystal Reports 7

Platforms: Windows 95, 97, 2000, NT4.0, XP

Methodologies: System Development Life Cycle (SDLC), Total Quality Management (TQM), Six Sigma

PROFESSIONAL EXPERIENCE

CONFIDENTIAL EMPLOYER

2003 - Present

Developer

Promoted to develop corporate-wide data cubes and web reports (using Cognos BI Series 7 tools) for use by senior management in strategic decision-making process. Function as key member of Cognos team that manages report/cube development, server configuration management, product deployment, and product implementation activities. Work jointly with project managers, developers, and business users for modifications of Cold Fusion web applications to meet user requirements.

Key Accomplishments:

- **Information Management** - As member of Cognos strategic team, provided employer with business intelligence and performance management activities that resulted in actionable information, integrated systems, and greater insight into the "why" behind various outcomes.
- **Committee & Team Activities** - Served on 2002 Operational Change Review committee involving approval/rejection of application change requests. As 2002 TR Team Member, contributing to prioritizing and fixing of all application code trouble reports reported by end users.
- **Performance Evaluation** - Received excellent performance reviews throughout tenure, including the following specific comments:
 - "During the VT 7.0 Cognos project, Karie took it upon herself to draft documentation outlining a step-by-step process for how to deploy Cognos report files..she even went as far as conducting the training herself."
 - "I can always count on the quality of her work...Karie tirelessly refined all of her Cognos reports until they were perfect."
 - "Karie is our department's subject matter expert on Cognos Impromptu...she is even handling installations of Cognos on demo laptops."

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