JANE SUTTREE

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Skilled QA analyst experienced with a variety of software systems and testing tools. Proven track record of discovering vulnerabilities and ensuring compliance for web-based software applications. Strong time management,organization, and communication skills.

PROFESSIONAL EXPERIENCE

QA ANALYST   KBR, Inc., Houston.TX | November 2019 - Present

- ♦ **Write, monitor, and execute web application tests using Telerik**
- ♦ Collaborate with product development team to identify and respond to technical issues
- ♦ Develop SQL queries for the extraction of needed data
- • Design automated systems to improve efficiency of organization's QA department

STUDENT OFFICE ASSISTANT   **University of Oklahoma, Norman,OK | September 2017 - June 2019**

- ♦ **Greeted students and answered telephone, provided information and referrals as needed**
- ♦ Managed spreadsheets regarding student contact, course enrollment, and financial aid information
- ♦ Assisted management with generating reports and preparing presentations
- • Wrote and updated operations manuals to assist with the training of new hires

EDUCATION

BACHELOR'S DEGREE IN COMPUTER SCIENCE University of Oklahoma Norman, OK | September 2015 - June 2019

KEY SKILLS

- ♦ Application testing
- ♦ Telerik
- ♦ SQL
- ♦ Automation