**Jason Westmark | Business Analyst**

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[**LinkedIn**](https://www.linkedin.com/in/jason-westmark-ln/) **|** [**[Bitbucket](https://bitbucket.org/jasonwestmark/lis4331/src/master/)**](https://bitbucket.org/jasonwestmark/lis4331/src/master/)

**PROFESSIONAL SUMMARY**

Detail-oriented Junior Business Analyst with 4 years of experience at Five Points Group, acting as a liaison between business stakeholders and IT to deliver technical solutions for government foster care and medical registry platforms. Expertise in requirement gathering, process mapping, and translating high-level business needs into functional specifications. Proven track record automating workflows, ensuring HIPAA compliance, and producing detailed BRDs, FRSs, and user documentation. Passionate about driving process improvements and enabling data-driven decision-making.

**EDUCATION**

**Associate of Science in Computer Programming and Web Development**

Tallahassee Community College — Tallahassee, FL  
*May 2023*

**Associate of Arts**

Tallahassee Community College — Tallahassee, FL  
*December 2023*

**Bachelor of Science in Information Technology**

Florida State University — Tallahassee, FL  
*Spring 2025 – Present (Expected May 2026)*

**Awards and Honors:** President’s List - Spring 2025

**EXPERIENCE**

**Junior Business Analyst, Five Points Group — Tallahassee, FL***July 2021 – Present*

* Performed QA, UAT, and regression testing on 10+ state government foster care websites, ensuring HIPAA compliance and high-quality releases.
* Managed data and configuration change requests for two key clients, reducing turnaround time by 20%.
* Collaborated with developers to build, test, and deploy client portals from initial setup through go-live, meeting all security and accessibility standards.
* Authored comprehensive user guides and technical documentation to support client training and ongoing system maintenance.
* Developed an internal automation tool that reduced regression testing time by 5 hours (from 15 to 10 hours total), significantly decreasing manual workload.

**SKILLS**

**Technical:**

Applications:Microsoft Office Suite (Excel, Word, PowerPoint), Jira, Azure DevOps, Git.

Familiar with: Java; Python; C++; C#; JavaScript; Bash/shell scripting; mobile app development (Android).

**Soft:** Communication; collaboration; problem-solving; time management; adaptability; attention to detail.