

## SUMMARY

- Effective written and oral communication for technical and non-technical users.
- Adapt quickly to shifting priorities while managing and delivering multiple projects within given timelines.
- Valuable and active team member in collaborative project team environment.
- Driven to deliver quality solutions that exceed customer expectations.
- Imaginative, resourceful and strategic problem-solver experienced in focusing on immediate, tactical and long-term strategies and solutions.
- Self-directed and experienced analytical thinker.

## EXPERIENCE

### Principle Business Analyst

*Digital River, Inc.*

Minnetonka, MN

2015 – Present

- Provide technical product expertise and insight to execute and lead complex projects.
- Work closely with product managers and senior dev leads to identify functional outcomes and solutions.
- Perform Product Owner responsibilities through prioritizing and maintaining backlog, communicating overall product vision and project-specific vision to the agile team, and facilitating project meetings.
- Drive implementation of projects starting from project estimation through delivery.
- Develop project deliverables that include PRDs, Business Cases, Release Planning and Priority, Use Cases, and Process Diagraming.

### Strategic Business Analyst

*Digital River, Inc.*

Minnetonka, MN

2011 – 2015

- Key team member in agile transformation at Digital River; spearheaded definition of BA deliverables and methodologies in an agile process
- Performed BA function for three agile teams by facilitating story mapping, writing acceptance criteria, grooming backlog, and leading sprint planning sessions for enhancements to proprietary e-commerce platform.
- Created and maintained working relationships with stakeholders, including product management, development teams and cross-team counterparts.

### Senior Business Analyst

*Digital River, Inc.*

Eden Prairie, MN

2007 – 2011

- Interfaced with internal business owners to translate business and system requirements into functional specifications, containing technical specifications, use cases, business requirements and wire frames for accounting systems.
- Provided assistance and guidance through the development, testing, implementation, and post-implementation project phases.

- Performed integral role in converting internal accounting systems to Vistex module in a one-year corporate-wide SAP implementation (SD, TTP, HCM, and Vistex modules).

**Senior Quality Assurance Engineer**

Eden Prairie, MN

*Digital River, Inc.*

2005 – 2007

- Collaborated with multifunction team to deliver quality e-commerce applications.
- Wrote testing documentation and executed test cases for proprietary e-commerce software.
- Identified defects in software and worked with development staff to resolve defects in a timely manner.
- Mentored and trained peer group and new employees on QA best practices.

**Application Development Intern and Contractor**

Chaska, MN

*Beckman Coulter, Inc.*

2004 – 2005

- Converted Microsoft Access 97/Visual Basic 6/Crystal Reports Application to Oracle9i to make it compliant with Code of Federal Regulations, 21 CFR 11 and 21 CFR 820.
- Responsible for development of application, project documentation, user training and organization of team meetings.
- Worked with core team and users to define new system requirements and design solutions.
- Created an Oracle 9i Application used by application development employees to track business task completion and reporting.
- Enhanced an Oracle 9i Application to provide additional functionality.

**Senior Software Project – College of St. Scholastica**

Duluth, MN

*Points North Consulting, Inc.*

2003

- Programmed in Visual Basic and SQL.
- Developed a time-entry system working with student group.
- Facilitated team meetings and fulfilled requirements for weekly progress reports.

**Information Systems Intern**

Apple Valley, MN

*Minnesota Zoological Garden*

2003

- Created animal note-taking application using Microsoft Access.
- Worked with users to define system requirements.
- Wrote user guide; trained users both individually and through group presentations.

**EDUCATION**

**The College of St. Scholastica, Duluth, MN**

- Bachelor of Arts, 2004
- Major: Computer Science/Information Systems with a concentration in Management
- Double Minor: Management, American Indian Studies