|  |  |
| --- | --- |
| **Michelle Reign**  33 Liviu Rebreanu Street,  Tulcea  0724.444.748  mreign@mail.com | **PROFESSIONAL**  **SUMMARY**  I am a dynamic professional with over 15 years of rich experience in the banking system, sales, operations, reporting. I have strong data analysis skills, system analysis skills and problem-solving skills with positive results.    I am an enthusiastic, multi-skilled, innovative and resourceful professional with extensive experience in ﬁnancial and administrative services. I gained a collection of skills while working with a variety of partners, driven by quality and integrity. |
| **EDUCATION**  2001 – 2005  Bucharest University,  Bachelor’s in marketing  1997 – 2001  George Cosbuc  Theoretic High School,  Bucharest  **FOREIGN**  **LANGUAGES**  **English**  Advanced speaking, reading,  writing  **Italian**  Medium speaking, reading,  writing  **TECHNICAL  SKILLS**  Good knowledge of operating  in banking PC programs  Computer knowledge (Word,  Excel, Power Point, etc.) | **EXPERIENCE**  **Business Compensation Analyst,** Miracle April, 2021 – Current   * Evaluating business processes, anticipating requirements, uncovering areas for improvement, and developing and implementing solutions. * Leading ongoing reviews of business processes and developing optimization strategies. * Staying up to date on the latest process and IT advancements to automate and modernize systems. * Conducting meetings and presentations to share ideas and findings. * Performing requirements analysis.   **Business Operations Specialist,** BlueBridge January 2016-March 2021  Meet with the management team of various departments to assess our processes   * Interview employees to determine their role in the company * Review our financial records to spot compliance issues or inefficiencies * Recommend areas that need improvement * Implement changes and oversee process improvement |
|  |  |
|  |  |
|  |  |