

# KEMMA UBUSHIN

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## EXPERIENCE

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### **Business Analyst | Silverwork Solutions | Chicago, IL (November 2021 - Present)**

### **Quality Analyst | New Jersey Innovation Institute | Newark, NJ (January 2021 - October 2021)**

- Proactively collaborate with various stakeholders, business, software engineering and product teams on different stages of the SDLC to identify, document, track and resolve defects and errors within products
- Document test plans, test cases, and summary reports related to manual testing across state projects to minimize project risks and to organize multiple projects efficiently
- Effectively communicate defect reporting, tracking, re-testing and defect triaging to ensure quick turnaround within a given sprint to ensure timeline expectations are met
- Pay extreme attention to minute details and be able to see experiences from the user's point of view to help mitigate additional work needed from both the software engineers and testers

### **Lead Quality Assurance Analyst | Bank of America Merrill Lynch | Pennington, NJ (November 2018 – November 2020)**

- Lead and managed an SIT team of 7 QAs to ensure all manual testing is appropriately tracked and executed
- Created test cases for functional testing in Microsoft Excel to organize necessary details and to be able to refer to them when needed
- Tracked, reported and relayed defects in HP ALM for software engineers to ensure quick turnaround
- Analyzed and validated end user and/or business expectations and required functionality were achieved during the SDLC
- Attended daily stand ups and participated in a Scrum development and Agile environment using Jira

### **Marketing Associate | Vincodo | Langhorne, PA (May 2018 – October 2018)**

- Closely managed agency's largest account providing day-to-day paid advertising management
- Obtained assets from the client side to distribute to various vendors in an efficient manner
- Acted as an assistant liaison between the agency and clients to establish a business-to-business relationship

### **Sales Support Associate | J. Crew | Princeton, NJ (September 2017 – May 2018)**

- Processed, packaged and shipped 100+ orders daily through Enterprise Shipping in a manner that prevented product damage during the delivery process to ensure the purchaser receives the item in perfect condition
- Stocked and organized new merchandise throughout the store in accordance to the marketing plan to stay consistent with the company's marketing vision
- Worked as a team member to provide the highest level of service to customers to establish a customer relationship which in turn increased daily sales for the store

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## EDUCATION

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### **Rider University | Lawrenceville, NJ**

**BSBA - Advertising and Web Design** - Graduated May of 2018 (3.8 GPA)

### **CareerFoundry | Berlin, Germany**

**Certificate in UX Fundamentals and UX Immersion**, June 2020

### **The American Business School of Paris | Paris, France**

***Study Abroad, Spring 2017***

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## SKILLS

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Jira | Salesforce | HP ALM | Agile Methodologies | Manual Testing | SDLC | Test Planning | Microsoft Office