

MICHAEL EDWARDS

346-306-9703 | maedwards880@gmail.com | Houston, Texas

PROFESSIONAL SUMMARY

Results-driven Business Analyst with 7+ years of experience driving operational excellence across finance, analytics, and logistics sectors. Expert in leveraging advanced analytics tools (Tableau, SQL, Excel) and cloud technologies (AWS) to transform complex data into strategic business insights. Proven track record of implementing process improvements that deliver measurable results, including 40% cost reductions and 75% efficiency gains. Skilled at partnering with cross-functional stakeholders to align technical solutions with strategic business objectives.

PROFESSIONAL EXPERIENCE

Modivcare | Remote, Houston, TX

Business Analyst II | November 2024 – Present

- Spearhead comprehensive operational data analysis within the Non-Emergency Medical Transportation (NEMT) sector, identifying critical inefficiencies and aligning performance metrics with strategic business objectives to drive organizational success
- Execute quarterly market assessments leveraging advanced KPI frameworks, delivering data-driven insights that directly influence executive decision-making and optimize cost-efficiency across operations
- Architect and deploy sophisticated data models and interactive dashboards using Tableau and Excel, streamlining enterprise reporting processes and enabling real-time visibility into critical business metrics
- Harness AWS Cloud services to modernize data infrastructure, supporting automated reporting workflows and driving continuous process optimization initiatives

Houston Independent School District | Houston, TX

Finance Coordinator II | March 2023 – October 2024

- Reengineered budget analysis workflows, achieving 30% reduction in processing time while maintaining 100% compliance with federal, state, and local regulatory requirements
- Orchestrated annual budget development cycle for 5-unit campus network, ensuring 100% accurate allocation and strategic balancing of \$50M in financial resources
- Pioneered development and implementation of data-driven KPI tracking systems, catalyzing continuous improvement in financial operations and individual team performance
- Demonstrated exceptional project leadership, successfully guiding cross-functional teams to achieve strategic outcomes through influence and collaboration without formal authority

Brock Group | Remote, Houston, TX

Senior Business Analyst | March 2021 – February 2023

- Led enterprise-wide implementation of cutting-edge logistics software platform, revolutionizing freight operations and eliminating manual inefficiencies across the supply chain
- Engineered automated cost analysis reporting system using advanced Excel capabilities, reducing report generation time by 75% and empowering executive leadership with real-time, data-driven insights
- Championed successful integration of new Transportation Management System (TMS), delivering 40% reduction in manual data entry and 25% decrease in operational costs, directly impacting bottom-line profitability

EDUCATION

Bachelor of Arts in Business Administration

Sam Houston State University | Huntsville, TX | May 2014

TECHNICAL SKILLS

Analytics & Visualization: Tableau, Excel (Advanced), SQL, Data Modeling, KPI Development

Cloud & Infrastructure: AWS Cloud Services, Cloud-Based Reporting

Project Management: Agile/Scrum Methodologies, Jira, Process Improvement

Security & Compliance: Vulnerability Management, Regulatory Compliance