

Megan D. Jones

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SUMMARY	Creative business-oriented analyst with a passion for learning and data analytics. Known for ability to find opportunities for cost reductions and avoidance, as well as data-driven decision making. Quick study with a track record of applying learning for immediate impact for results. Thrives in fast-paced environments and eager to continue investigating trends and pushing to find data-driven solutions to reach goals.
TECHNICAL	Business Tools: Operating Environments: Microsoft Windows, Mac OS X Business Tools: Microsoft Office Suite, PowerBI, Tableau, Visual Studios, Github Business Analytics Languages: Python, Pandas, SQL,VBA
EXPERIENCE	
<i>Oct 2018-Present</i>	Procurement Operations Analyst – Center of Excellence, RaceTrac Petroleum Inc., Atlanta GA <ul style="list-style-type: none"> • Manages ROSMA, procurement success metrics and find new sourcing opportunities • Develops process and tools for reporting, analytics, and spend coverage • Creates dashboards and other visualizations with PowerBI and Excel • Maintains save created by the sourcing team through direct negotiations with vendors
<i>Jan 2018-Oct 2018</i>	Procurement Operations Analyst – Contract Manager, RaceTrac Petroleum Inc., Atlanta GA <ul style="list-style-type: none"> • Developed RPI standard contracts for product groups across Food Programs and Offerings • Drafted supplier agreements negotiated by the sourcing team • Monitored compliance throughout the life of the agreement
<i>Mar 2017-Jan 2018</i>	Procurement Analyst, RaceTrac Petroleum Inc., Atlanta GA <ul style="list-style-type: none"> • Managed the implementation process for new products, services, and/or processes • Reduced risks in the implementation process and throughout the supplier relationship • Category manager for general supplies with ~\$3 million spend and ~200 skus
<i>Jan 2016-Mar 2017</i>	Merchandise Planner, The Home Depot, Atlanta GA <ul style="list-style-type: none"> • Managed ~ 4,000 assortments for 15 different business lines • Closed store special orders promptly which averaged ~\$100,000 per order • Collaborated with internal and external partners to efficiently complete projects
<i>Aug 2015-Dec 2015</i>	Student Business Consultant, FedEx Retail and Brand, Memphis TN <ul style="list-style-type: none"> • Created brand platform for UA Services Marketing Program using FedEx Proprietary Tools • Conducted co-creation sessions with 50 participants across multiple disciplines • Provided recommendations to FedEx Brand Marketing Leadership Team
<i>Nov 2014-Dec 2015</i>	Service Ambassador, Services Marketing Program, UA, Tuscaloosa AL <ul style="list-style-type: none"> • Planned and Implemented 10 events per year for the Services Marketing Program • Created promotional items and performed student outreach for 3000 students • Selected out of 1000 students to present to UA Board of Visitors College Leadership Team
<i>Jun-Aug 2015</i>	Merchandising Intern, Wal-Mart, Bentonville AR <ul style="list-style-type: none"> • Analyzed sales data ~10,000 on individual SKUs or overall category • Provided customer and millennial insights in supplier meetings • Formulated plan to address the process gaps in Home Office to improve feature execution
EDUCATION	
<i>Aug 2019</i>	Data Science and Analytics Certificate, Georgia Institute of Technology, Atlanta GA
<i>Dec 2015</i>	Bachelor of Science in Business Administration, The University of Alabama, Tuscaloosa AL Major: Marketing Specialization: Service Marketing Minor: Communication Studies