

Scott M. Solik

Agile Business Analyst | Data Analyst

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Data Project Portfolio: ssolik.github.io

Professional Summary

Analytical and solutions-driven Business Analyst with over 15 years of experience bridging the gap between business needs and technology. Proficient in Agile methodologies and product backlog management, driving successful project outcomes through business analysis, process improvement, and stakeholder collaboration. Skilled in SQL queries and data visualization.

Skills

- Requirements Elicitation & Documentation
- Agile & Scrum Methodologies
- Software Development Lifecycle (SDLC)
- JIRA, Azure DevOps, Confluence
- Functional Specifications & Traceability Matrices
- Stakeholder Engagement & Communication
- User Stories & Acceptance Criteria
- Excel (VLOOKUP, XLOOKUP, Pivot Tables)
- User Acceptance Testing (UAT)
- Entity Relationship Diagrams (ERD)
- Business Process Modeling & Gap Analysis
- SQL (MySQL) & Python
- Data Analysis & Visualization (Tableau)
- Use Cases
- Unified Modeling Language (UML)
- Visio
- Change Management

Professional Experience

Associate Business Analyst

LogixHealth—Bedford, MA | Oct 2022 – Sep 2024

- Optimized management and processing of deficient medical charts by automating communication between the Medical Records team and healthcare providers, reducing time to payment.
- Defined Agile user stories and acceptance criteria, engaging with business stakeholders and technical teams to identify and refine business requirements.
- Managed and prioritized scrum team product backlog, and led sprint planning sessions.

Business Analyst III / Agile Product Owner

The TJX Companies, Inc. – Framingham, MA | Feb 2011 – Oct 2019

- Owned end-to-end Agile life-cycle: decomposed epics into features and user stories, coordinated sprints with development, QA, and product teams, and validated solutions via UAT.
- Collaborated with cross-functional teams to deliver payment processing functionality for new e-commerce platform, driving growth of the brand's net sales by approximately 23%.
- Designed and documented system behavior and data process flows, including ERD and UML diagrams, to support new retail application features.

Sr. Business Analyst (Contract)

The TJX Companies, Inc. / JVT Advisors – Framingham, MA | Jul 2008 – Feb 2011

- Redesigned corporate IT charge-back system managing a \$50M yearly budget.
- Utilized SQL and Excel to validate data migrations and support the creation of performance dashboards that tracked KPIs.
- Conducted gap analysis, documented functional specifications, developed test plans, and facilitated UAT to optimize Store Lifecycle Management (SLM) system for Property Development team.

Education

BA in Psychology

Michigan State University – East Lansing, MI | May 2000

Graduated with High Honor