

PROFILE

BUSINESS INTELLIGENCE STRATEGIST experienced in leveraging technology and data analytics to drive continuous improvement in business outcomes. TRANSFORMATIVE RELATIONSHIP MANAGER adept at cultivating bonds with leadership, cross-disciplinary team members, and clients through a consultative, collaborative approach. Expertise in:

BUSINESS INTELLIGENCE (BI) • INSIGHTS & ANALYTICS • DATA VISUALIZATION • BUSINESS ANALYSIS • CLIENT ENGAGEMENT • STAKEHOLDER MANAGEMENT • METRIC / KPI DEVELOPMENT • REQUIREMENTS GATHERING • DATA COMPLIANCE / GOVERNANCE • CONTINUOUS IMPROVEMENT • COMPLEX PROBLEM RESOLUTION • REPORTING / DOCUMENTATION • DASHBOARDS

HIGHLIGHTED EXPERIENCE

UPMC / PITTSBURGH, PA

Strategic Sourcing Coordinator Apr 2023 - Present / **Supplier Diversity Analyst** Mar 2022 - Apr 2023

- Lead strategy and execution of business analytics initiatives to drive continuous improvement in supplier data; champion increased knowledge sharing capabilities, accountability, transparency, and efficiency.
- Execute dashboard development, ETL process, data management (cleanup, validation, transformation), reporting, and geographical mapping.
- Develop training to ensure operational performance and integrity of outcomes.

Selected Accomplishments:

- Orchestrated mission-critical transition to enhance Supplier Diversity & Inclusion Web Portal. Developed back end taxonomies, instituting a cross-filtering function to classify certificates by agency and type. Additionally, aligned NAICS codes with UPMC purchasing categories.
- Currently serving as Project Manager for buildout of new Diverse Web Portal; created a redundant, automated application to monitor 1800 supplier certificates via PowerApps during transition.
- Identified discrepancies between Tier 1 information from Finance Department and Supplier Diversity Team data; increased Tier 1 & 2 spend data through improved knowledge sharing, reporting metrics, and search fields.
- Lead annual vendor certification scrub project.
 - 2023: Created & implemented project. Identified additional \$60M in diverse spend, meeting 30% target annual goal in a single initiative. Located 100+ previously untracked suppliers corresponding to a 46% increase in previously captured suppliers from prior year.
 - 2024: Identified additional \$10M in diverse spend. Located 62 new diverse suppliers, a 15% increase to previous year suppliers

Payment Specialist/Reconciliation II Jul 2021 - Feb 2022 / **Payment Specialist/Reconciliation I** Oct 2018 - Jul 2021

- Managed reconciliation of patient accounts across all UPMC hospitals, including ACH Deposits, general ledger accounts, file management, analytics, reporting, and bank balancing.
- Took on 2 additional facilities during tenure with increased scope and complexity.
- Quickly upskilled to become reputable as SME on accounts and integration, notable for exceptional performance in resolving discrepancies in Epic, Medipac and File Net.

ADDITIONAL EXPERIENCE

Bookkeeper / Tax Preparation Assistant Moulin Consulting / Pittsburgh, PA / Sept 2018 - Apr 2020

Bookkeeper PLOW Burger & PLOW Distribution / Austin TX / Jan 2018 - Aug 2019

Co-Owner / CFO Zucchini Kill Bakery / Austin TX / May 2016 - Dec 2018

EDUCATION & CERTIFICATION

Master of Business Administration (MBA), Global Supply Chain Management (4.0 GPA) Point Park University / Pittsburgh PA / 2021

Bachelor of Professional Studies (BPS), Business Management, Baking & Pastry The Culinary Institute of America / Hyde Park, NY / 2012

Intermediate SQL Certification Community College of Allegheny County / Pittsburgh, PA / 2023

SERVICE

Corporate Partner Committee Member WBEC-East NextGen / Philadelphia, PA / Mar 2023 - Present

- Guide and mentor women entrepreneurs; collaborate with members to create relevant content to ensure mentees' success.

TECHNICAL SUMMARY

POWER BI & DAX • MYSQL • SQL SERVER MANAGEMENT STUDIO • M (POWER QUERY) • R • MS EXCEL • POWERAUTOMATE