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# BUSINESS SYSTEM ANALYST RESUME

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## Job Objective:

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Business System Analyst position in a reputed firm.

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## Highlights of Qualifications:

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- Ability to write technical documents, business requirements documents and user manuals
  - Sound knowledge of latest technology trends, new functionality and market demands
  - Possess ability to work in a fast-paced, cross-functional environment
  - Strong communication and business analysis skills
  - Proficient in Microsoft Office Suite (Excel, Microsoft Power Point, Microsoft access)
  - Having Good leadership and interpersonal skills
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## Professional Experience:

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Business System Analyst, August 2005 – Present  
Dragon, San Diego, CA

- Monitored and analyzed products and services, market trends, and customer requirements.
- Coordinated updates with various members of the key business units and ensured ongoing maintenance.
- Assisted in performing usability testing of proposed designs.
- Conducted competitive audits and other research.

Business System Analyst, May 2000 – July 2005  
Mango, San Diego, CA

- Defined business and functional requirements on behalf of the business.
  - Worked closely and efficiently with business users and understood their business needs and opportunities.
  - Worked closely with business users and improved their processes and helped them meet their business objectives.
  - Developed excellent working relationship with business users and IT.
  - Provided every customer focused and responsive support to their business needs.
  - Liaised between systems software development staff, management and system end-users and analyzed requirements.
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## Education:

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Bachelor's Degree in Accounts, University of Rochester, Rochester, NY

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