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# BUSINESS SYSTEMS ANALYST RESUME

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## Objective:

Seeking the position of Business Systems Analyst in a prestigious organization where my skills and expertise in business processing engineering, software development, and software applications will be fully utilized in realizing the company's goals and objectives.

## Education:

Master of Business Administration, 2002  
Campbell University

Bachelor of Science in Business Management, 1999  
Campbell University

## Skills:

- In-depth knowledge of Rational Unified Process
- Familiar with risk engineering, data modeling and mapping
- Skilled in reducing costs and increasing productivity
- Strong knowledge in UML, Rational Rose, and HIPA
- Motivated, resourceful and organized worker
- Excellent communication, interpersonal and leadership skills
- Business Warehouse, OOD and Visual Basic

## Professional Experience:

- Sr. Business Systems Analyst, 2007-present
- Haier Co., Ltd., Chestertown, MD

## Responsibilities:

- Designed and updated documents per XXX standards during external audit.
- Acted as functional manager in risk engineering and high level sessions and activities.
- Reviewed session to obtain actionable plans and modes of executions.
- Ensured that all procedural systems and processes are updated and are in alignment with the prescribed guidelines.
- Jr. Business Systems Analyst, 2005-2007
- H. Bauer Publishing Ltd., Chestertown, MD

## Responsibilities:

- Managed GAP Analysis in business systems and processes.
- Developed and designed SOPs and Wis for new product functionality.
- Determined and configured Joint Application Development with stakeholders in resolving complex issues.
- Business Systems Analyst, 2002-2005
- Hacoja Corp., Chestertown, MD

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- H. Bauer Publishing Ltd., Chestertown, MD

## Certifications and Affiliations:

Business Analysis Certificate  
International Program of Business Analysts, member

