
Content Analyst Resume

Job Objective

To secure a position as Content Analyst with a well established organization.

Highlights of Qualifications:

- A great deal of experience working with very large content databases
 - Able to work in a fast-paced technology environment
 - Skilled in working with web services and software development
 - Proficient with statistical software, database software, and spreadsheet packages, Microsoft Access, Excel, SPSS and STATA
 - Great Knowledge information mapping, web usability concepts and use of web development software
 - Sound knowledge of Microsoft Office applications, such as MS Excel and MS Word
 - Excellent organizational skills
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Professional Experience:

Content Analyst, August 2005 – Present

Teamsoft Technologies, Chicago, IL

- Reviewed and maintained institutional data and databases, provided important assessment and analyzed continuous improvement of academic institutions.
- Extracted custom data sets from large relational databases.
- Forecasted and prepared reports in the areas of enrollment, graduation rate, demographics, retention, and other institutional quality measures.
- Analyzed and examined data using descriptive and inferential statistics.
- Summarized and presented findings in formal reports and document protocols.

Content Analyst, May 2000 – July 2005

Tribune Company, Chicago, IL

- Tracked, analyzed, reported and optimized content metrics.
 - Effectively built automated reporting tools and frameworks.
 - Developed executive dashboards and recommendations.
 - Ensured ongoing improvements in content coverage and quality, including content metadata and tags.
 - Worked effectively with content partners to organize and improve data quality and coverage.
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Education:

Bachelor's Degree in Computer Science, University of California, Berkeley, CA

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