EDI Administrator Resume

Job Objective

Looking for work as an EDI Administrator to help increase the efficiency and help the organization to meet their long-term goals.

Highlights of Qualifications:

- Strong experience in providing EDI support and working with the different VANs and FTP
- Sound knowledge of the various specific EDI Transactions
- Deep knowledge of the various AS2 and the FTP communication system
- Proficient with SAP ERP version, SAP Netweaver PI, JD Edwards financial systems and webMethods
- Good understanding of data mapping principles, data work flows and data constraints
- Ability to understand the X12 Mapping specs and standards
- Ability to work as an individual and a team member for the EDI systems
- Ability to maintain relations with the technical and non technical staff

Professional Experience:

EDI Administrator, November 2007 – Present
Robert Half Technology, Los Angeles, CA

- Provided the first and second level support for EDI.
- Performed troubleshooting of the new mapping configurations in the system.
- Provided application support to the internal and external staff such as the operations and Finance staff.
- Assisted in the new EDI transactions, acquired new trading partners and compliance testing.
- Resolved any issues on the EDI network by daily monitoring.
- Advised the partners to maintain the systems to reduce malfunctions in the system.

EDI Administrator, December 2001 – October 2007
H.H.Brown Shoe Co., Los Angeles, CA

- Assisted in the migration of various server systems.
- Participated in the working of the EDI team, resolved complex issues in the Unix and Linux technologies.
- Designed the corporate EDI for performing installation of the proposed systems.
- Coordinated with the customers, business partners, vendors and the application programmers for developing new programs and resolved any problems in the system.

Education:

Bachelor's Degree in Computer Science, Georgia Southwestern State University, Americus, GA

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