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# OPENLINK BUSINESS ANALYST RESUME

Mildred High  
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Email : [email]

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## Career Goal:

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Seeking OpenLink Business Analyst position and promoting my experience and skills for reducing costs, identifying problems, defining solutions, and implementing new business processes and procedures.

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## Technical Skills:

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Good knowledge of:

- Commodity market
- Investment banking
- Trade lifecycle

Effectively utilized multiple databases:

- Oracle 9i
- SQL Server 2000

Proficient with programming languages:

- C++
- UNIX
- JAVA

Strong capabilities to prepare:

- Business cases
- Financial models
- Reports and dashboards

Well-versed in operating systems:

- MS Windows
- UNIX

Amazing ability to assist in preparing:

- Project plan
- Design document
- Test plan

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## Relevant Experience:

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OpenLink Business Analyst  
Sterling Technologies, Inc  
January 2012 – Present  
Durango, CO

- Participated in secondary research, vendor and customer analysis.
- Implemented data collection tasks and conducted market analysis.
- Coordinated client interviews and technical workshops.
- Analyzed and developed business cases, new concepts and analytical methods.
- Provided technical support services for business development tasks.
- Formulated business strategies, requirements, specifications and models.
- Executed feasibility studies and monitored solution development activities.
- Designed and developed effective solutions and suggestions.

OpenLink Business Analyst  
Software Folks, Inc.  
November 2010 – January 2012  
Houston, TX

- Coordinated with development team members for producing technical designs.
- Analyzed assigned application development work and executed product structures.
- Implemented contract structures for settlement related problems.
- Analyzed and documented existing IT processes for energy trading tasks.

- Formulated and maintained consistency for technical requirements.
- Developed exemplary transactions for logistics and back office processes.
- Designed requirements and implemented business functions and processes.
- Trained junior technical team members regarding assigned responsibilities.

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### **Educational Background:**

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Bachelor's Degree in Computer Science  
Florida Memorial University  
August 2006 – May 2010  
Miami, FL

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