
OPERATIONS MANAGEMENT ANALYST RESUME

Summary:

A highly trained individual who has over 10 years of experience in business and operational analysis; has the ability to conduct business improvements through deployment of effective strategies brought about by extensive research, experience and case studies; capable of conducting training programs to management trainees and other new hires; has great time management skills, motivational and leadership qualities; has an excellent command of English and can create effective presentation visual aids.

Professional Experience:

Management Analyst August 2004 – Present
Golden Rave Corp., New York

Responsibilities:

Implemented programs and strategies to help improve the performance of the company to increase sales and revenue. Organized a team of analysts to develop techniques to have a more substantial analysis on the development of the company. Handled marketing studies and reviewed all supporting data and information in order to make recommendations to the president of the company. Supervised the operations of the company and compiled data and research information to develop new studies on the performance of the company. Assigned to delegates duties and tasks on the analysis to ensure efficiency and meet the deadlines.
Associate Analyst June 1999 – August 2004
Golden Rave Corp., New York

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Associate Analyst June 1999 – August 2004
Golden Rave Corp., New York

Education:

Associate Degree in Marketing
University of New York, 1995
Bachelor of Science in Business Management
University of New York, 1993

Skills/Certifications:

- Strong leadership and teamwork attributes

- Excellent time management skills
- Proficient in computer skills
- Ability in developing new strategies
- Excellent organizational skills

Associations/Organizations:

American Marketing Society, Member
New York Marketing Organization, Member

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