
PENSION ANALYST RESUME

Job Objective:

Seeking the position of Pension Analyst in an esteemed organization.

Highlights of Qualifications:

- Good understanding of employee benefits legislation and compliance
 - Wide knowledge of PS Pension applications
 - Ability to assist in establishing a training and rollout plan
 - Ability to design and implement of PS Pension on DB Project
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Professional Experience:

Pension Analyst
The McGraw-Hill Companies, Chicago, IL
August 2005 – Present

- Calculated pension benefits and prepared associated participant paperwork in accordance with plan provisions.
- Maintained and updated administrative procedures.
- Manned for reading and comprehending plan provisions from plan documents and summaries of plan.
- Identified, analyzed, and assisted in implementing process improvements.
- Assisted effectively with training of new employees.

Pension Analyst
EngageIT Resources, Inc., Chicago, IL
May 2000 – July 2005

- Calculated Defined Benefit pension benefits.
 - Processed and reviewed defined contribution enrollments, loans and hardships.
 - Prepared and verified data for annual valuation and pension statements.
 - Ensured plans are in compliance.
 - Responded actively to requests for information and employee questions.
 - Assisted auditors with annual reviews.
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Education:

Bachelors Degree in Mathematics
University of California, Berkeley, CA

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