JANE SMITH

Digital Business Analyst

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SKILLS

Data Analysis
Process Improvement
Stakeholder Management
Communication
Project Management

EDUCATION

MBA

University of California

2015 - 2017

California, USA

Business Administration

GPA: 3.8

CERTIFICATES

Certified Business Analyst Professional (CBAP)

International Institute of Business Analysis (IIBA)

2020

Demonstrated expertise in business analysis and commitment to ongoing professional development

LANGUAGES

English

Native

Spanish

Fluent

HOBBIES

Reading

SUMMARY

Results-driven Digital Business Analyst with 5+ years of experience in driving business growth through data-driven insights and process improvements. Proven track record of delivering high-impact projects, with a strong background in analytics, process optimization, and stakeholder management.

EXPERIENCE

Senior Business Analyst

ABC Corporation — Jan 2020 - Present — New York, USA

Led cross-functional teams to deliver business solutions, resulting in 25% increase in sales revenue and 30% reduction in operational costs. Developed and maintained complex data models, dashboards, and reports to inform business decisions.

- Conducted stakeholder analysis to identify business needs and developed tailored solutions
- Collaborated with IT teams to design and implement process improvements, resulting in 40% reduction in project timelines
- Analyzed market trends and competitor data to inform business strategy and drive growth

Business Analyst

DEF Agency — Jun 2018 - Dec 2019 — London, UK

Worked closely with clients to understand business requirements and developed solutions to drive business growth. Conducted data analysis and created data visualizations to present insights to stakeholders, resulting in 20% increase in client satisfaction.

- Developed and maintained databases to track key performance indicators and metrics
- Conducted workshops and training sessions to upskill clients on business analysis techniques and tools
- Collaborated with internal teams to develop and implement process improvements, resulting in 25% reduction in project costs

AWARDS

Business Analyst of the Year

International Institute of Business Analysis (IIBA) · 2020

Recognized for outstanding contributions to the field of business analysis

REFERENCES

John Doe

Director of Business Analysis

john.doe@abccorporation.com

Supervisor