

ROBERT SMITH

Data Integrity Analyst

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Improving organizational business process with analytical thinking skills and IT project management knowledge. Making the right and better decisions to get the job done with excellent team-work skills and business intelligence knowledge. Striving toward success with a company with fast learning ability and enterprise process improvement knowledge.

EXPERIENCE

Data Integrity Analyst

ABC Corporation - FEBRUARY 2015 - APRIL 2016

- Provided comprehensive reporting and data analysis to consultants and educational staff throughout the enrollment management cycle.
- Completed initial client set-up in web-based data processing tool, including institutional parameters, populations, data mapping, and custom exports.
- Code institutional specific integrity checks and data updates using SQL.
- Create custom reports using excel templates and/or reporting services.
- Review, analyze, and perform manual and automated integrity checks on student admissions and financial aid data.
- Identify, investigate, and resolve data anomalies using problem-solving, logic, and critical thinking to ensure complete and accurate data.
- Provided ongoing data and web processing support to the client base.

Data Integrity Analyst

Delta Corporation - 2012 - 2015

- Develop and generate key reports to identify and track suspicious accounts Develop test scenarios and train team members on proper execution Analyze .
- Provide administrative support for testing the consistency and quality of data within ERP, and SAP Input and analyze SAP data Provides SAP support .
- Validate balances on member accounts, enter required information into spreadsheets for future projects, extensive research for beneficiaries of State .
- Collaborated with various teams to resolve data related concerns, and managed comprehensive projects to determine, implement and test process .
- Award Winner - GE Customer Service Presented by Senior VP Portfolio Manager of Insurance for excellence in orchestrating projects between Client and .

- Responsible for day to day functions of parts data, by assessing quality of data cleansing.
- Identifying and resolving production related errors.

EDUCATION

- Certification in Graduate Elementary Education - (University of Colorado - Denver, CO)

SKILLS

Microsoft Office, Share Point, Technical Writing, Teaching, Training, Business Analysis.