

ROBERT SMITH

IT Project Analyst

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

A result oriented IT Project Analyst with 7 years of experience in the Pharmaceutical and Biotechnology industry with extensive experience in requirement gathering for custom solutions in cross functional areas like pre-clinical research, clinical research, drug development, pharmaceuticals and bioinformatics.

CORE COMPETENCIES

Project Management Medical Insurance Knowledge, Product training, time management, Microsoft Office, Oral and Written Communication, self starter.

PROFESSIONAL EXPERIENCE

IT Project Analyst

ABC Corporation - March 2009 – August 2011

Key Deliverables:

- Conducted user interviews, gathered requirements, and analyzed the requirements in Clinical and development Phases.
- Worked on the Business requirement documents, User requirement specifications and functional requirement specifications documents.
- Participated in full project life cycle, including gathering user requirements, screen and report design, in addition to implementation of SOA Architecture and roll out.
- Worked on Mercury tool such as Test Director to ensure that the test scripts are documented, reported and tracked in the Test Director.
- Integrated static data with other systems to maintain a central repository of common data by implementing SOA (Service Oriented Architecture).
- Used tools such as MS-Visio, Excel to define business use cases, activity diagrams, and sequence and state diagrams.
- Created reports, analysis, dashboards and scorecards to monitor business performance and measure results.

IT Project Analyst

Delta Corporation - 2006 – 2009

Key Deliverables:

- Oversaw implementation of the plants general ledger, capital assets sub-system, and capital project management module.
- Project Management Office Team, program-level reporting; compose, update and distribute daily and weekly reports Program Change Request Assistant.
- Contracted to build a successful implementation team for Cardinals Controlled Substance Ordering System (CSOS) and to improve upon the initial.
- Analyzed implementation procedures and refined processes to increase team productivity by over 200% and increasing overall customer satisfaction.

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- Assisted development teams in identifying product deficiencies and addressing software bugs during rollout.
- IT Infrastructure deployment, preparing resource plan, sequence diagrams, and risk assessment.
- Business case preparation, established budgets, forecasts, compliance, and project schedules.

EDUCATION

- MBA