

ROBERT SMITH

Junior Associate I

info@qwikresume.com | [LinkedIn Profile](#) | [Qwikresume.com](#)

Around 11+ years of Application Management & Delivery experience in Blueprinting, Requirements Gathering, As-Is To-Be Fit Gap Analysis, Design, Development, Test and Implementation of SAP FICA & FSCD (Insurance Billing), FSCM_Biller Direct, FI- MM-PP Integration projects and SAP ECC and Enhancement Pack Upgrade Projects.

EXPERIENCE

Junior Associate I

ABC Corporation - JANUARY 2007 - AUGUST 2009

- Met all daily, weekly, and monthly sales goals.
- Drafted legal documents.
- Personally delivered legal briefs to their various destinations throughout the city.
- Kept a record of client payments.
- Accurately entered client data into a company-based software program.
- Researched documents and publications for details that would establish evidence.
- Prepared Technical documentation by analyzing Requirements & Design documents.

Junior Associate

Delta Corporation - 2004 - 2007

- compile and maintain media lists, monitor, receive and clip press coverage, create weekly and monthly media reports for clients, execute trafficking .
- Promoted from intern to part time employee based on outstanding performance.
- Consistently obtained 20 new clients and prospects monthly through direct .
- Conducted general office organization.
- Created detailed CAD drawings.
- Developed and produced technical drawings and construction documents.
- Assistant Chief of Deal Drafting and Reviewing Department at 24.

EDUCATION

- MBA in MoU - (Indian Institute of Foreign Trade)

SKILLS

Microsoft Office, Adobe Photoshop, Adobe Premiere, Social Media Marketing.