***Daniel Bloch***

Phone: (888)555-1111
Email: name@email.com

Professional Summary

Results-oriented business analyst with a decade of experience. Have successfully completed several projects involving significantly and rapidly shifting business needs, including a $10M globalization project. Capable of leading operational assessments and business requirements gathering. Proven track record of communicating with both business users and software development staff.

Skills and Competencies

* Project Management
* SAP Solutions
* Agile Development/Scrum
* User Requirements Gathering
* SWOT Analysis
* User Acceptance Testing
* Legacy Systems Integrations

Employment History

**Banking Systems Solutions**

Business Analyst

April 2013 — Present

Served as the sole business analyst at a banking service bureau with clients across a three-state area. Accomplishments and duties include:

* Reviewing business analysis reports pinpointing operational shortcomings
* Reduced average project completion time by 20%
* Testing and recommending business optimization and reporting tools
* Identifying issues caused by miscommunication between technical and business areas
* Designing user test cases to best reflect real-world scenarios

**The Davis Group LLC**

Business Analyst Assistant

July 2010 - April 2013

Worked as the assistant to the lead business analyst at a major financial firm, ensuring that internal users and technical teams communicated effectively. Duties were:

* Conducting regular user meetings
* Identifying points of contention between user requirements and technical limitations
* Synthesizing information from one business unit to another to facilitate better communication
* User requirements gathering
* Software testing
* Reducing bug reports by 15%

Education

University of Idaho, Boise

BS Business Administration June 2010

Emphasis: Financial Technology

GPA: 3.72

Dean’s List

Treasurer Financial Student Association

Internship: Everett And Hanes Investment Group

Dawson Community College, Boise ID

AA Business Management June 2008

Emphasis: Banking

GPA: 3.5