**Business Analyst Data**

**Location:**

[Loehr, MO, 63011](https://www.postjobfree.com/l/Loehr%2C-MO%2C-63011/resumes)

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**Contact Info:**

kate39@swbell.net
314-550-5523

Kathy (Kate) Caulfield

973 Huntington View Drive, Manchester, MO 63021

Email: kate39@swbell.net Cell: 314 550 5523

PROFESSIONAL SUMMARY

Experienced IT Systems Business/Data Analyst consultant skilled in data analysis, adept at eliciting business requirements using Agile and Waterfall methodologies within deadline- intensive environments. Proficient at identifying improvement opportunities and providing practical recommended solutions for achieving desired results. TECHNICAL EXPERIENCE

• JIRA

• Data Analysis

• Microsoft: Access/Excel /

PowerPoint/Visio

Project /OneNote/Word/Teams

• HP-ALM- Application Life

Management Defect Tracking

• HP-ALM- Application Life

Management Defect Tracking

• SQL Server Management

Studio

• Data Warehouse

• Power BI

• Cognos-

Impromptu

• Salesforce

• Power BI

• SharePoint

Designer

• Tableau

• SAP

• Use Cases/User Stories

• Swagger

• Postman

• Soap UI

• Team Foundation Server

• SQL

• Oracle

• Toad

• Business Objects

• DMS (Donor Management

System)

RELATED EXPERIENCE

Business Analyst (Consultant)

State of Illinois

3/2023-6/2023

Role consisted of creating process flows using Visio (BPMN) to enhance productivity, reduce manual efforts, and improve data accuracy and consistency.

• Captured requirements to generate process flows for the Department of Health, taking current processes and re-engineered them to create future automated processes, specifically tailored for digestion into Salesforce.

• The resulting process flows mapped out the optimized steps, ensuring a smooth transition from the current processes to the future state. These flows were designed to align with the capabilities and requirements of Salesforce, enabling effective integration and utilization of the platform's functionalities.

Business Analyst (Consultant)

St. Jude Children’s Hospital

6/2022-2/2023

In an Agile environment, using JIRA, working with the incoming Donor Team, I collaborated with architects and developers as well as working closely with business to gather requirements and prepare stories for development.

• Creation of JIRA Stories to document requirements for transactions received from donors, gift processing, production support, and new projects.

• Led the 2022 Year End process of incoming donations, ensuring smooth operations and accurate handling of donations.

• Collaborated with the Product Owner on backlog refinement to prioritize and streamline development tasks.

• Designed Confluence pages, organized Standard Operating Procedures (SOPs), and code snippets. I also created functional diagram flows to visualize the process of gifts received at various stages of the cycle.

• Utilized Mavro (Scanning Application) and DMS (Donor Management System) to retrieve and validate donor information. For data analysis, use of SQL Server Management Studio to review incoming data, ensuring its accuracy and reliability.

• Created forms (Teams) for new hires, streamlining the onboarding experience and ensuring a smooth transition for new team members.

Technical Business Analyst

Refinitiv (London Stock Exchange Group)

3/2019-5/2022

As part of the CPQ/Quote to Cash Migration Project, I conducted an analysis to identify the necessary objects to retrieve from legacy platforms such as Siebel, Genesis, and SAP, and migrate them seamlessly into Salesforce.

• Elicited requirements and addressed any impediments that were identified after the finalization of designs for both the 3rd Party and Customer Operations aspects of the CPQ project reporting.

• To facilitate data mapping, created a comprehensive mapping document for developers. This document allowed them to easily detect the sourced data from Salesforce using tools like Salesforce Inspector and map it to the various targeted Universes in EDW (Snowflake) Cloud.

• Involved in the creation of reports using SAP (Business Objects) and Salesforce. Data Analytics

As part of my role, I took the lead in User Acceptance Testing (UAT) for the migration of reports.

• Collaborated closely with developers, identifying and resolving any issues that arose during the testing phase. This ensured that the reports were successfully migrated and met the required standards using JIRA.

• During the separation between Thomson-Reuters (TR) and Refinitiv, I conducted an analysis of TR employees' usage leveraging Business Objects. The goal was to determine which universes should be retired or transferred to Thomson-Reuters. To perform this analysis, I utilized tools such as Tableau and MS Access to examine data usage patterns across all universes.

• Collaborated with Finance Developers to create a comparison between Power BI and Business Objects for POC purposes. This involved assessing the capabilities and functionalities of both tools, enabling stakeholders to make informed decisions regarding the adoption of either solution.

Product Owner 7/2021-5/2022

I was assigned to take on this role in the support area following the termination of the Product Owner. This project encompassed various aspects, including addressing production issues, accommodating new requirements, and managing business as usual activities for Marketing, Finance, and Quote to Cash.

• Conducted a thorough analysis and review of the existing stories in the backlog using JIRA.

• Taking the initiative, I identified opportunities to reduce the time spent in meetings and to streamline the progression of stories. To achieve this, I created Intake Request Forms that incorporated redundant questions previously asked by developers prior to meetings with the business. The focus of this approach was to gather necessary information efficiently and minimize the need for repetitive discussions.

• Created a SharePoint site which served as a repository for easy access to Intake Request Forms and maintained a list of stories to be presented to the Change Control Board.

• Prepared and presented requests for Impact Assessment and Delivery Approvals to the Change Control Board, ensuring that all necessary documentation and information were accurately conveyed for their evaluation.

• Actively engaged in explaining and justifying requested changes for majority approval. This included working closely with stakeholders to ensure a clear understanding of the change requests and their impact.

Integration Analyst (Consultant)

Spectrum/Charter Communications

5/2018-10/2018

As part of my role, I was involved in data element mapping between different enterprise systems, ensuring smooth integration and translation of rules for Gateway services using JIRA.

• Collaborated closely with Solution Architects, Business Analysts, API Developers, and UI Developers to understand user requirements and identify any gaps in the existing capabilities.

• Identified and utilized codes from the Reference Data Model (RDM). These codes provided a standardized and consistent approach to data representation and exchange between systems.

• For verifying the results returned from an API, I utilized Postman, a tool for testing and debugging APIs. Postman used to validate and ensure the correctness of the data being returned by the API.

• To support API development and documentation, created Swagger specifications using YAML, which was then translated into JSON.

Business Analyst

Thompson Coburn, LLC

10/2017-03/2018

As part of my responsibilities, I created architectural diagrams for a SharePoint 2013 Farm. These diagrams visually represented the structure and components of the SharePoint environment, and a clear overview of its architecture.

• I was part of the Migration Project Team - SharePoint 2010 to SharePoint 2013. To track and manage issues throughout the migration process, utilized Team Foundation Server (TFS) as an issue tracking tool.

• Created process flows for the implementation of new market tax credits. These process flows depicted the sequence of steps and activities involved in the execution of the tax credit program, providing a clear understanding of the workflow and ensuring proper coordination among stakeholders.

Business Analyst/Access Development (Consultant)

Wells Fargo Advisors

2/2016-4/2017

As part of my responsibilities, I re-engineered an Affiliate Disclosure database and created a Suitability Tracking database. These databases were designed to ensure compliance with regulatory requirements and to enhance tracking and monitoring capabilities.

• To improve the usability and functionality of existing databases, an analysis was conducted of current state. Based on the analysis, I streamlined and consolidated the databases, creating a more user-friendly and efficient system.

• For the development of processes and exporting outcomes to an Excel spreadsheet, VBA (Visual Basic for Applications) was utilized, enabling seamless data transfer and reporting.

• Developed reporting capabilities for management, specifically focusing on monitoring lending asset management and affiliated disclosure agreements required by financial advisors. The project I worked on involved re-engineering the Wells Trade website for desktop and tablet users, as well as creating an online transfer system for ACATS (Automated Customer Account Transfer Service). The project utilized both Waterfall and Agile methodologies.

• Created process flows and worked on both the back-end and front-end development for the business and technical teams.

• Gathered requirements by creating User Stories, Business Requirements, and Functional Specification Documentation. These documents served as a foundation for understanding the project scope, defining user needs, and guiding the development process.

• To ensure smooth data transfer and account integration, analyzed data to identify various codes to include with Wells Trade customers. These codes were necessary for accurately transferring accounts from their contra-firm to their Wells Trade accounts.

• Took the lead in Product Backlog Refinement (PBR) and User Story Workshops. These activities involved refining and prioritizing the product backlog, as well as discussing and clarifying user stories to ensure a shared understanding among the team. Data Analyst (Consultant)

Enterprise Holdings – Human Resources

10/2015-1/2016

The project I worked on was a 3-month effort, extended by an additional month, to build an Access Database as part of the enterprise's initiative to re-engineer and enhance their Excellence Achievement Award (EAA) process.

• Imported data from Excel spreadsheets into the Access Database.

• To track metrics for EEA qualification, I extracted data from various sources such as iCIMS and PeopleSoft. This data included hiring, diversity, and retention rankings from regional and branch offices across the United States and Canada. The extracted data was used to measure and evaluate EEA qualification criteria.

• To ensure accurate data integration, created a detailed data mapping document. This document provided a comprehensive overview of the data sources, the corresponding fields in the Access Database, and the transformations required for successful data mapping.

• Generated various query calculations within the Access Database to identify the top rankings based on the defined metrics.

Data Analyst (Consultant)

USDA - Rural Development

1/2015-9/2015

A data consolidation project of Borrower Operating Reports from various programs using Agile Methodology. The goal was to migrate the data to a new infrastructure and website.

• Created user stories related to reporting in JIRA

• Consolidated data from Telecom, Water and Electric Operating Reports

• Created an Access database to assist the developers with one location to acquire criteria/formulas for each row of the various reports such as current state errors, warnings and validations acquired from various artifacts

• Developed a cost benefit and gap analysis for a Civil Rights project, comparing Salesforce.com, entellitrak and QAction applications

• Created SharePoint sites using InfoPath for form design to capture requirements and acceptance criteria for each Sprint.

Business Analyst (Consultant)

Wells Fargo Advisors-Broker Technology Contact Management 2/2014-12/2014

Position involved working with SmartStation Contact Management to enhance and performance improvement within the application.

• Used Visio to create process flows documents. MS Project for tracking deliverables

• Designed initial user experience prototype for a data extract project which involved allowing the Financial Advisors to take their contact information with them when resigning

• Produced BRDs (Business Requirements Documents), Functional Design, and Functional Specification Design Documents, UAT scenarios and traceability matrix

• Lead meetings between 3rd party vendor, developers, and tech lead to drive towards implementation of project on time

• Reviewed and edited test cases, ambiguity reviews, SOWs (Statement of Work), Technical Design Documents from 3rd party vendor

Business Analyst (Web Content)

Delta Dental – Deniserve

3/2013-12/2013

This project involved assisting with requests from the business on enhancements and new projects that pertained to web-based requests.

• Created business requirements for report requests to retire company SharePoint site

• Developed a gap analysis of vision and dental websites

• Used Visual Studio Team Foundation Server for traceability of business requirements and website defects

Data Analysis Specialist

Express Scripts-Wellpoint

4/2012-2/2013

• Design of workflow analysis, business process and scenarios

• Creation of a reports database for tracking various ongoing reports used for WellPoint formularies

• Created requirements from SMEs on Rebate Database by conducting JAD Sessions

• Developed requirements traceability documents and user stories

• Analyzed large amounts of data from the Government regarding Medicaid and sanctioned prescribers and institutions as well as those prescribers and institutions that should be added or deleted in the system for the State of Texas

• Created automation from Excel to Access and back to Excel using scripting/VBA for filtering data to upload into mainframe

• Used SharePoint Designer to upload tables to be used remotely Business Analyst –Communications Department (Consultant) BJC

10/2010-3/2012

Program Analyst – Data Management PMO (Consultant) Wells Fargo Advisors

5/2009-8/2010

Access Developer (Consultant) (short-term assignment- overlapped with Hussmann)

MasterCard Worldwide

9/2008-12/2008

Business Analyst (Consultant)

Ingersoll-Rand (Hussmann)-Human Resources

7/2005-1/2009