MICHAEL ANDERSON

Business Analyst

CONTACT

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- San Francisco, CA

EDUCATION

Bachelor of Science in Industrial Engineering

College of Engineering
2015

SKILLS

- Process Optimization
- Supply Chain Management
- Data Analysis
- Project Coordination
- Training Development
- Continuous Improvement

LANGUAGES

- English
- Spanish
- French

Proactive and detail-oriented Functional Business Analyst with a solid 7 years of experience in the manufacturing sector, specializing in process optimization and supply chain management. Demonstrated ability to analyze complex data sets and derive actionable insights that enhance operational performance. Strong collaboration skills with a proven history of working effectively with cross-functional teams to streamline processes and improve efficiency.

WORK EXPERIENCE

Business Analyst   2020-2023

Manufacturing Innovations Inc.

- Analyzed production data to identify process inefficiencies and recommend improvements.
- Developed and implemented process maps to streamline operations.
- Collaborated with supply chain teams to enhance inventory management practices.
- Facilitated workshops to gather requirements and align project objectives.
- Assisted in the development of training materials for new processes.
- Documented project progress and maintained comprehensive reports for stakeholders.

Junior Analyst   2019-2020

Supply Chain Solutions

- Supported senior analysts in gathering data for process analysis.
- Assisted in documenting business requirements and functional specifications.
- Participated in project meetings and recorded action items.
- Conducted data validation to ensure accuracy in reporting.
- Coordinated with IT to address system issues impacting operations.
- Maintained project documentation and ensured compliance with standards.

ACHIEVEMENTS

- Reduced production costs by 10% through process enhancements.
- Improved inventory turnover rates by 15% via optimized management practices.
- Received recognition for exemplary performance in project delivery.