



# MICHAEL ANDERSON

## Senior Requirements Analyst

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### SUMMARY

Distinguished Requirements Analyst with over 10 years of experience in eliciting, analyzing, and documenting business requirements in various sectors including finance and healthcare. Demonstrated expertise in transforming stakeholder needs into comprehensive functional specifications and technical documentation, ensuring alignment between business objectives and IT deliverables. Proven track record of leading cross-functional teams in developing innovative solutions that enhance operational efficiency and drive business growth.

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### WORK EXPERIENCE

#### Senior Requirements Analyst Global Finance Solutions

Jan 2023 - Present

- Conducted comprehensive stakeholder interviews to gather and document business requirements.
- Developed functional specifications and user stories to guide software development teams.
- Facilitated workshops to prioritize features and ensure alignment with business goals.
- Utilized JIRA for tracking project progress and managing backlogs effectively.
- Collaborated with quality assurance teams to define acceptance criteria and testing strategies.
- Presented findings and recommendations to executive leadership for strategic decision-making.

#### Requirements Analyst Healthcare Innovations Inc.

Jan 2020 - Dec 2022

- Engaged with healthcare providers to understand and document system requirements.
  - Led requirements gathering sessions using techniques such as interviews and surveys.
  - Created process flow diagrams to visualize current and future state workflows.
  - Collaborated with IT teams to ensure technical feasibility of proposed solutions.
  - Monitored project timelines and deliverables to ensure adherence to schedules.
  - Assisted in training end-users on new systems and processes post-implementation.
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### EDUCATION

#### Master of Business Administration, University of Chicago

Sep 2019 - Oct 2020

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### ADDITIONAL INFORMATION

- **Technical Skills:** Requirements elicitation, Business analysis, Agile methodologies, Stakeholder management, Process mapping, JIRA
- **Awards/Activities:** Successfully led a project that reduced operational costs by 25% through process optimization.
- **Awards/Activities:** Awarded 'Analyst of the Year' for outstanding contributions to project success.
- **Awards/Activities:** Implemented a new requirements management system that improved documentation accuracy by 40%.
- **Languages:** English, Spanish, French