



MICHAEL ANDERSON

LEAD REQUIREMENTS ANALYST

CONTACT

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- San Francisco, CA

SKILLS

- Business requirements analysis
- Stakeholder engagement
- Agile frameworks
- Impact analysis
- Documentation
- Confluence

LANGUAGES

- English
- Spanish
- French

EDUCATION

BACHELOR OF SCIENCE IN
INFORMATION TECHNOLOGY,
UNIVERSITY OF CALIFORNIA

ACHIEVEMENTS

- Played a key role in launching a new product line that generated \$2M in revenue within the first year.
- Recognized for outstanding performance in delivering a critical project ahead of schedule.
- Reduced requirement discrepancies by 30% through enhanced documentation practices.

PROFILE

Accomplished Requirements Analyst with a diverse background in technology and telecommunications, possessing a robust analytical mindset coupled with a strategic approach to problem-solving. Over 7 years of experience in translating complex business needs into actionable requirements, thereby enabling the successful delivery of innovative solutions. Expertise in stakeholder engagement and management, ensuring all voices are heard and integrated into project frameworks.

EXPERIENCE

LEAD REQUIREMENTS ANALYST

Telecom Enterprises

2016 - Present

- Managed end-to-end requirements gathering processes for major telecom projects.
- Conducted stakeholder interviews and focus groups to capture diverse perspectives.
- Developed detailed requirements documentation and maintained traceability matrices.
- Utilized Confluence for collaboration and documentation purposes.
- Facilitated change management processes to ensure smooth transitions.
- Coordinated with development teams to clarify requirements and resolve ambiguities.

BUSINESS ANALYST

Tech Solutions Co.

2014 - 2016

- Analyzed business processes and identified opportunities for system enhancements.
- Collaborated with product owners to define and prioritize product backlogs.
- Created user acceptance testing plans to ensure alignment with requirements.
- Participated in Scrum meetings to track progress and address blockers.
- Documented workflows and created visual representations for better understanding.
- Provided training and support for new systems to end-users.