

George Smith

Operations Analyst

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Profile Summary

Analytical and detail-oriented Operations Analyst with over 5 years of experience in optimizing processes and enhancing operational efficiencies. Proven track record in data-driven decision-making and strategic planning to support organizational growth. Possesses strong technical skills and an aptitude for identifying areas of improvement.

Work Experience

Senior Operations Analyst

Global Corp

1st Mar, 2020 - Present

- Enhanced reporting accuracy by 30% through the implementation of automated data analysis tools.
- Led a team of 5 analysts to streamline operational processes, resulting in cost savings of over \$150,000 annually.
- Coordinated with cross-functional teams to redesign supply chain procedures, reducing product delivery times by 15%.

Operations Analyst

Tech Solutions Inc.

1st June, 2017 - 29th Feb, 2020

- Developed and maintained dashboards to monitor key performance indicators, increasing executive report accessibility by 40%.
- Optimized inventory management processes leading to a 20% reduction in excess stock.
- Conducted market analysis that contributed to strategic planning efforts, helping the company expand into three new markets.

Education

Harvard University

Master of Business Administration

1st Sep, 2015 - 31st May, 2017

University of Illinois at Urbana-Champaign

Bachelor of Science in Operations Management

1st Sep, 2011 - 31st May, 2015

Skills

Data Analysis, Process Improvement, Project Management, SQL, Microsoft Excel, Tableau

Notable Projects

Process Automation Enhancement

Led a project to automate the data processing system across a division of Global Corp, resulting in a 25% increase in departmental productivity.

Certifications

Certified Six Sigma Green Belt

Issued by American Society for Quality, 20th Oct, 2021

Awards

Employee of the Year

Awarded by Tech Solutions Inc., 15th May, 2019