

ER

# Emily Roberts

I am a professional business analyst with over three years of experience in operational analysis and process improvement. I specialize in transforming complex data into actionable insights to drive business performance.



Newark, NJ 07102



(555) 567-8901



emily.roberts@example.com



LinkedIn

## KEY SKILLS

- Data analysis
- Process improvement
- Report development
- Cross-functional collaboration

## PROFESSIONAL EXPERIENCE

### BUSINESS ANALYST | GLOBAL ANALYTICS

NEWARK, NJ | JULY 2021 – PRESENT

- Analyzed operational data to identify process bottlenecks, leading to a 12% efficiency increase.
- Prepared comprehensive reports that guided strategic decision-making.

### DATA ANALYST | METRO SOLUTIONS

NEWARK, NJ | JUNE 2019 – JUNE 2021

- Collaborated with cross-functional teams to implement data-driven improvements, resulting in a 15% cost reduction.

## EDUCATION

- Bachelor of Business Administration  
Rutgers University, Newark, NJ | May 2019