

# 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 clear, actionable insights to drive business performance.

## KEY SKILLS

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

## EDUCATION

Bachelor of Business Administration

Rutgers University, Newark, NJ  
May 2019

## 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 informed 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% reduction in costs.