|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | WILL FAUSTINContact

|  |  |
| --- | --- |
|  | 561-293-9395 |

|  |  |
| --- | --- |
|  | wfaustin8@gmail.com |

|  |  |
| --- | --- |
|  | West Palm Beach, FL 33401 |

Skills* IT business Analyst
* CAPM (Studying)
* Project management assistant
* Scrum master Certification (CSM)
* Client server development
* Agile methodologies
* Jira & Kaban
* Basic knowledge of programing (HTML, CSS, JAVA)
* Basic understanding of functional testing
* Problem solver
* SQL
* An attentive listener and observant
* Knowledgeable about computer
* Microsoft office (excel), data entry.
* Snowflake

  |  |  | Career ObjectiveAn Enthusiastic and dedicated individual whose sole goal is to obtain A master’s degree in business analyst however, currently studying for my CAPM Certification. I’m Looking for a part time position to any Fields that can help me gain Project management Experience, where I can develop skill, Knowledge and critical thinking that Fit the need to achieve my Academics and career goals.Experience

|  |  |
| --- | --- |
|   | January 2024 – Present**IT Business Analyst | Johnson & Johnson** **Project-VORNE OEE Documentation and Project Manager Assistant*** Managed end-to-end project tasks for VORNE OEE implementation, including planning, coordinating cross-functional teams, and ensuring adherence to timelines.
* Developed comprehensive documentation and conducted **User Acceptance Testing (UAT)** to validate system performance and ensure operational readiness.
* Oversaw **Data Conversion** and **Migration Testing**, ensuring accuracy and seamless integration within production environments at Johnson & Johnson 4500 Riverside Drive, PBG.
* Trained team members and end-users on application features, ensuring efficient adoption and alignment with business goals.
* Monitored project progress, identified risks, and implemented solutions to maintain project schedules and deliverables.

**Project-Data Conversion** * Supervise the conversion process from **MDF (Master Data File)** to **IDF (Intermediate Data File)**, ensuring data integrity, proper mapping, and seamless integration into target systems.
* Coordinated with cross-functional teams to define data requirements and establish a robust conversion framework.
* Provided training and guidance to team members to ensure consistent practices and successful implementation.

**Assistant Project Manager*** Engaging with stakeholders to understand business needs, document requirements, and align them with organizational objectives, leveraging Agile methodologies for continuous feedback and iterative improvement.
* Creating documentation such as business requirements documents, functional specifications, and project status reports to keep stakeholders informed throughout the project lifecycle.
* Facilitating communication between stakeholders, project managers, and development teams to ensure everyone is aligned on project goals, timelines, and deliverables.
* Experienced in Agile methodologies, leading projects from initiation to implementation by leveraging Agile practices for efficient, adaptable project management.
* Collaborating with technical teams to design solutions that meet business requirements, ensuring they are feasible, scalable, and aligned with best practices.
* Developed and maintained project documentation, including business requirements documents, use cases, and process flows.

**VELYS™ Robotic-Assisted Solution Training*** Received comprehensive training from the **R&D Department** on the **VELYS™ Robotic-Assisted Solution**, gaining insights into its functionality, capabilities, and application in medical device procedures.
* Gained hands-on knowledge in robotic-assisted surgery technology, contributing to a deeper understanding of cutting-edge solutions in the medical device field.
* Applied learnings to collaborate with cross-functional teams and support the successful integration of robotic technologies into clinical workflows.

March 2023 – January 2024**BA/Quality Tester & Engineer Intern | Copeland*** International Project management assistant
* Worked closely with project managers to prioritize requirements and communicate changes throughout the project lifecycle.
* Collaborated with cross-functional teams, including development, design, and testing, to ensure a clear and accurate representation of requirements to accomplish the User needs.
* Proactively identified potential risks and issues related to requirements, proposing effective solutions to ensure project success.
* Knowledgeable about the Software Development Life Cycle (SDLC)
* Report bugs and defects identified and send them to the development team for reconfiguration.
* Create Validation and Regression sheet.
* Experience using SQL and Snowflake database.
* Experience using large data through Excel, Pivot Table,
* Utilize testing methodologies (Agile, Waterfall) to test APP, product and Software
* Developing and maintaining Agile project documentation, including business requirements documents, use cases, process flows, and tracking progress via Agile tools like JIRA.
* Implemented strategies to improve product quality by reducing bugs.
* Demonstrated ability to troubleshoot and debug software issues.
* Ensured quality assurance processes meet company standards and requirements.
* Developed test scripts, test requirements and test cases in accordance with functional specifications.
 |

Education

|  |  |
| --- | --- |
|   | April 2022- JULY 2023 **Bachelor’s in art Concentrated In Computer Science** Southern New Hampshire University, New Hampshire August 2020- December 2021 **CCC Ultrasound Technologist** Palm beach state community College, Florida August 2013- May 2017**Medical assistant, EKG technologies** Palm beach Lakes community high school, Florida  |

Certifications

|  |  |
| --- | --- |
|   | Scrum Master* Implemented and monitored key Agile metrics to track team performance and enhance predictability.

Google IT Support Professional Certificate* Installed and configured servers, ensuring optimal performance and reliability for critical business operations.
* Knowledgeable about troubleshooting and diagnostics on servers and networks, to swiftly identify and resolve issues to minimize downtime and enhance system efficiency.
 |

 |  |

.