

ADRIAN BOULTON

e-mail: adrian@adrianboulton.com

Business Analytics Manager, Report Developer and Analyst with Expert Level Tableau, Cognos, SQL, Excel and VBA.

SKILLS PROFILE

- **Tableau** report and dashboard development.
- **Cognos Analytics** reports and dashboards, Active Reports, Framework Manager, Transformer.
- **SQL** (Oracle, SQL Server), **MS Excel** and **MS Access** with advanced **Macros/VBA**.
- **Accomplished communicator** bridging the gap between the non-technical customer and report developers and analysts.
- Highly professional **oral and written communication skills** including public speaking, training, negotiating and writing technical training materials, procedures, specifications, reports and proposals.
- Extensive **international experience** in the UK, USA, Spain, Italy & Turkey.

EXPERIENCE

March 2020 to Present - Kaiser Permanente (Medicare Business Analytics), Oakland, CA.

Senior Data Consultant

- Work with cross functional teams to develop complex Tableau reports, writing SQL (Oracle and SQL Server) to create datasets from a variety of externally owned databases.
- Publish a suite of reports implementing extensive QA procedures to ensure accurate reporting.
- Respond to ad-hoc requests for data, analyses and reports in an accurate and timely manner.
- Deliver presentations to demonstrate report functionality and to garner feedback for report improvement.

November 2012 to March 2020 - Kaiser Permanente (Finance), Oakland, CA.

Senior Data Consultant

- Implemented full report development cycle to gather business requirements, develop data processing, perform metadata modeling with Framework Manager/Transformer and develop sophisticated reports and dashboards using Cognos Analytics.
- Wrote full documentation describing reports and their production and QA processes for backup implementation by other team members.
- Delivered in-company training on Cognos report development supported by extensive training materials. Continued to act as a consultant for other Cognos report developers.
- Regular presenter at Northern California Cognos User Group meetings.

March 2008 to October 2012 - Kodak Imaging Network (Kodak Gallery), Emeryville, CA.

Business Analytics Manager

Delivered worldwide analytical and business reporting services for a multinational, online, digital imaging, sharing and retail company.

- Performed in-depth business analysis of marketing campaigns and promotion performance to inform business critical sales and marketing decisions using SQL, R and Excel.
- Performed detailed regression analyses and data modeling to produce a 'bottom up' forecast.
- Transformed user specified reporting and analytical requirements into detailed business specifications, reports and analyses.
- Wrote complex SQL (Sybase IQ, Oracle) to create datasets from multiple data sources for reporting in Business Objects, Crystal Reports, MS Excel and R.
- Developed complex ad hoc reports with results presented in an easy to understand format.
- Delivered real time reporting from Oracle OLTP data sources to monitor new campaign launches.

August 2007 to October 2007 - AccountNow Inc., San Ramon, CA. (*Short-term contract*)

Financial Analyst

- Marketing analysis and report automation with extensive SQL (SQL Server 2005) to create tables linked to MS Access as a reporting tool using macros/VBA to automatically format reports.

February 2005 to August 2007 – Capital One Mortgage Company, Novato, CA.

Senior Business/Financial Analyst

Provided company-wide business intelligence through in-depth analytics, and ad-hoc and periodic reporting for a national mortgage company on commercial and residential loan origination. Supplied key metrics and reporting to Finance.

- Automated reporting using macros/VBA.
- Performed complex analysis and produced ad-hoc reports at very short notice.
- Implemented full report development cycle from initial business specification, requirements gathering, technical specification to report development, quality control and deployment.

October 2004 to January 2005 - Blue Shield of California, San Francisco (*Short-term contract*)

Macro Analyst

- Performed in-depth business assessment and analysis to establish scope of upgrade project from Windows 98 to Windows XP
- Coordinated inter-departmental user acceptance testing supported by full documentation detailing test procedures, changes made to workbooks and databases and sign offs.

March 2004 to September 2004 - Trust for Public Land, San Francisco. (*Short-term contract*)

Database Programmer

- Combined all the Trust's archived records information by creating a sophisticated, multi-tiered relational database for archiving.
- Significantly reduced processing time of real estate taxes and refunds by creating a complex financial tracking database replacing a manual process.
- Consolidated employees' time sheets by creating a time sheet entry and tracking database resulting in much faster, more accurate completion of time sheets.
- Streamlined expense reporting by replacing paper-based claim forms with an Excel spreadsheet with extensive macros/VBA. Gathered functional requirements from all users. Developed, tested and documented application and posted to the Trust's website to download and complete.

September 2002 to May 2003 - 3M European Distribution Centre, Bedford, England.

Logistics Administrator

- Administered warehouse shipping and receiving database (Oracle 9i).
- Significantly reduced turnaround time by implementing a computer-based dispatch system replacing a manual system.

January 2000 to September 2002 - International House World Org., Italy, Turkey, Spain, USA.

IT Consultant, Teacher and Teacher Trainer

- Created SQL Server 7.0 database to manage schools' administration and to analyze and distribute students' exam results for individual curriculum development and progress.
- MS Office (Excel & Access) trainer and consultant to teaching and administrative staff.
- Delivered ESL lessons to classes and individuals, adults and children.
- Founded and managed a volunteer teacher program for homeless street children in Istanbul. Recruited and trained staff. Sought and obtained funding from large corporate sponsors.

EDUCATION

- H.N.C. in **Electrical and Electronic Engineering**, Milton Keynes College, England.
- **Marketing Planning**, University of California, Berkeley Extension.
- **Essentials of Marketing**, University of California, Berkeley Extension.
- **Microsoft SQL Server**, University of California, Berkeley Extension.
- **Java, VB.net, Perl, Statistics** all at University of California, Berkeley Extension.