



+1 234 567 89 10

annakennison@gmail.com

Oklahoma City, OK

LinkedIn: anna-kennison

EDUCATION

Bachelor of Business Administration (BBA)

The University of Oklahoma, Norman, OK
2020 - 2024

Relevant coursework: Business Analysis, Data Analysis, Project Management, Business Ethics

SKILLS

- Data Analysis
- Business Intelligence
- SQL
- Microsoft Excel
- Presentation Skills
- Project Management
- Financial Analysis
- Requirements Gathering

ANNA KENNISON

BUSINESS ANALYST

PROFESSIONAL SUMMARY

Detail-oriented and analytical recent graduate with a Bachelor's degree in Business Administration, eager to work as an entry-level business analyst. Possesses strong analytical skills, a solid understanding of business processes, and a proactive approach to problem-solving.

EXPERIENCE

- June 2023 - August 2023

Business Analyst Intern

Consulting Group / Norman, OK

- Assisted senior analysts in gathering and analyzing business requirements for client projects.
- Prepared detailed documentation and reports summarizing findings and recommendations.

COURSES

- University of Oklahoma

Business Analysis Fundamentals (in progress)

EXTRACURRICULAR ACTIVITIES

- 2022 - 2024 / Member

Business Club

Participated in workshops and seminars focused on business analysis and project management.

- 2023 - Now / Volunteer

Habitat for Humanity

Contributed to building projects and fundraising initiatives.