

RUFFA CARANTO

DATA ANALYST

PROFESSIONAL SUMMARY

3 years of experience in business analysis, system administration, data management and software testing.

EXPERIENCE

BUSINESS ANALYST

Indra Philippines, Inc. (2018 - Present)

- Handled customer data request through Oracle SQL Database
- Performed application support on CMSv10
- Performed database testing
- Produced user requirements document for enhancements and modifications of the system
- Collaborated with developers and end users
- Performed user acceptance testing
- Created test documents and test cases
- Handled monthly processing of reports

TRAININGS / CERTIFICATIONS

2020	Lean Six Sigma White Belt Training and Certification
2020	Microsoft Excel: Advanced Excel Formulas and Functions
2019	Oracle SQL Certification Training
2019	Fundamentals of Business Analysis
2012	Basic Excel Training
2018	Brownbag Session: Microsoft Word
2016	Microsoft Virtual Academy Certificate of Completion
2017	(Getting started with Visual Studio 2017)
2016	SAP Business One Certification
2016	Center for Development of Security Excellence Certificate (Insider Threat Awareness)
2016	Center for Development of Security Excellence Certificate (Cybersecurity Awareness)

CONTACT

(+63) 956 - 526 - 5338

6445 Libis Espina, Caloocan City

carantoruffa@gmail.com

QUALITY ASSURANCE TRAINEE

Indra Philippines, Inc. (2017)

- Manual testing of end user portal
- Created test documents and test cases
- Conducted testing demonstration to the Business Analysts of the project
- Collaborated with the team for the testing procedures

SKILLS

- SQL and Databases
- Application Support
- Business Analysis
- Six Sigma Methodology
- Problem Solving
- SCRUM
- Software Development Life Cycle
- Use Case and Test Cases

SOFTWARE

- Oracle SQL Developer
- Microsoft 365
- MS Visio
- CMSv10
- Salesforce CRM
- Workbench
- CITSM
- Tableau
- JIRA
- SAP Business One
- MySQL

EDUCATION

DE LA SALLE - COLLEGE OF SAINT BENILDE . 2018
Bachelor of Science in Information Systems