

Adelina Damian

Analyst & Project Leader

<https://www.linkedin.com/in/adelinadamian/>

www.adelinadamian.com



A self-driven, open minded, creative and successful international analyst with a strong sense of dedication and commitment, and over 13 years of progressive experience in analysis and process management.

Tenacious in supporting business growing, securing customer satisfaction and implementing best practice around organization.

HONORS AND AWARDS

CEO Award: Setup of the Manila Center of Excellence; IMS Health, February 2014; Primary Focus: People Management

AREAS OF EXPERTISE

Data Analysis, Business Process Improvement, Quality Assurance, Project Management, Best Practices and Concept of Operation Implementation, Functional Requirement and Support, Team Leadership, Coaching and Mentoring.

EDUCATION

- 2004, Babes-Bolyai University, Romania, Bachelor of Computer Science

- 2003, Babes-Bolyai University, Certificate in English Language Skill

- 2015, Shaping Tomorrow, Project Management for Business Professionals

- 2016, IMS Health, Project Management

- September 2017, CFTIC Getafe, Oracle Databases MySQL Developer Expert

-December 2017, EXIN, ITIL certification

PROFESSIONAL DEVELOPMENT

-SQL for Oracle, 2008, IBM

-Databases (Access XP), 2008, StructuraLle

-Microsoft SQL Server Data Access Operations, 2010, CCOO

-Web Design with Adobe, 2012, Master in CREA

-LEAN Champions Workshop, 2013, IMS Health

-Agile Project Management Essentials, 2014, IMS Health

-Sales and Marketing Management, 2014, FENAC

-Microstrategy Reporting Basics, 2015, IMS Health

-Stakeholders Management, 2015, IMS Health

-LEAN facilitator training for Champions, 2015, IMS Health

-Web Application Architectures, 2015, University New Mexico

-Consumer Health Market in Spain, 2015, IMS Health

-German Conversation, 2017, San Roman, Madrid

LANGUAGES

ENGLISH	_____
SPANISH	_____
ROMANIAN	_____
GERMAN	_____
FRENCH	_____

OTHER SKILLS

-SQL, Delphi, Visual Basic, SAS, Oracle, Microsoft Office

-ITIL, Agile, PMP, LEAN-SIGMA

-Jira, Confluence, HP ALM, ARC Collaboration Tool, Sharepoint

-Strong analytical and critical thinking

-Planning, Operations and Change Management

-Performance Measurement, KPIs

-Effective Communication and Follow up

OTHER INFORMATION

Date of birth: April 07, 1981

Driving License: Yes, since 2004

Residence: Alcalá de Henares, Madrid, SPAIN

Relocation availability: Yes

JUNE 2015 to: PRESENT

Operational Analyst, Information & Technology Solutions,
IQVIA (QuintilesIMS), MADRID, SPAIN

Work with project managers and teams from all areas and departments on large business solution projects: Automated Solution Identification, Functional Design, Solution construction, Solution maintenance and support, Quality Assurance (QA)

SEPTEMBER 2010 to: JUNE 2015

Production Leader, Global Operations,
IQVIA (QuintilesIMS), MADRID, SPAIN

*-SME for UK Hospital Data process and UK&IE Medical Data processes
Leading process improvement projects and several teams (of around 5 people) from different countries along EMEA*

-Supporting, entry and escalation point for productions, support and commercial teams

-Coaching and mentoring outsource and internal teams on operational best practices, ensuring knowledge

-Coordinate teams assuring timeliness agreed [DAPs]

-Collect and maintain KPIs, tracking performance for SLAs

APRIL 2008 to: SEPTEMBER 2010

Production Analyst, International Production Hub,
IQVIA (QuintilesIMS), MADRID, SPAIN

-Process of wholesalers, hospital and pharmaceutical data

-Data Analysis and quality checks implementation

-Supporting quality team to prepare Ad-hoc studies

-Supporting local offices (sales and customer teams)

-Identify and implement internal process and operational flow

-Maintain documentation on operation flow, best practice and QA

-Supporting product development, ensuring processes reliability

FEBRUARY 2007 to: APRIL 2008

Programmer Analyst and Marketing Assistant,
PRESS LINE INC, MADRID, SPAIN

-Administration and updating webpage <http://www.artdiplomatic.com>

-Maintaining internal program and database of sales and clients

-Communication with webpage clients for doubts and queries

-Participating in local auctions of jewelry and art; other technical and marketing responsibilities.

December 2005 to: December 2006

Programmer Analyst, Software Development,
COMPLUSOFT, ALCALÁ DE HENARES, SPAIN

Project of developing an integral system of management of municipality: Delphi programming language with databases .DB

JUNE 2015 to: PRESENT

Data Analyst and Imports Operations Coordinator,
HOLZINDUSTRIE SCHWEHOFER S.L., ROMANIA

Process data delivery into the local system; Data analysis and reports creation for the Management in Austria Headquarters;

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