

**Jason Westmark | Business Analyst**  
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**[LinkedIn](#) | [Bitbucket](#) | [Github](#)**

## PROFESSIONAL SUMMARY

Detail-oriented Junior Business Analyst with 4 years of experience at Five Points Group, acting as a liaison between business stakeholders and IT to deliver technical solutions for government foster care and medical registry platforms. Expertise in requirement gathering, process mapping, and translating high-level business needs into functional specifications. Passionate about driving process improvements and enabling data-driven decision-making.

## EDUCATION

### **Bachelor of Science in Information Technology**

Florida State University — Tallahassee, FL

*Spring 2025 – Present (Expected May 2026)*

**Awards and Honors:** President's List - Spring 2025

### **Associate of Arts**

Tallahassee Community College — Tallahassee, FL

*December 2023*

### **Associate of Science in Computer Programming and Web Development**

Tallahassee Community College — Tallahassee, FL

*May 2023*

## EXPERIENCE

### **Junior Business Analyst, Five Points Group — Tallahassee, FL**

*July 2021 – Present*

- Performed QA, UAT, and regression testing on 10+ state government foster care websites, ensuring HIPAA compliance and high-quality releases.
- Managed data and configuration change requests for two key clients, reducing turnaround time by 20%.
- Collaborated with developers to build, test, and deploy client portals from initial setup through go-live, meeting all security and accessibility standards.
- Authored comprehensive user guides and technical documentation to support client training and ongoing system maintenance.
- Developed an internal automation tool that reduced regression testing time by 5 hours (from 15 to 10 hours total), significantly decreasing manual workload.

## SKILLS

### **Technical Skills:**

Tools: Microsoft Office Suite (Excel, Word, PowerPoint), Jira, Azure DevOps, Git.

Programming: Java; Python; C++; C#; JavaScript; Bash/shell scripting; mobile app development (Android).

**Soft Skills:** Communication; collaboration; problem-solving; time management; adaptability; attention to detail.