

TANA LAWRENCE

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OPERATIONAL REPORTING | RISK AND COMPLIANCE MANAGEMENT | DATA ANALYSIS

Comprehensive experience in healthcare supply chain data analytics and financial services operations. Currently performing analysis on healthcare facilities for recruitment, sourcing, implementation and compliance. Contribute to success of cross functional teams by translating business needs into requirements that are solved for using results-driven solutions. Innovate metrics reporting at every turn while breaking down barriers of resistance to change management.

CORE SKILLS | COMPETENCIES

Regulatory Compliance | Operational Reporting | Process Optimization | Data Analytics | Vendor Management | Project Governance | Data Visualization | Business Analysis | PMO Reporting | Contract Management | Healthcare Supply Chain | Financial Services Operations | Transfer Agency Operations

PROFESSIONAL EXPERIENCE

Vizient, Inc. | **Senior Analyst-Excelerate Committed Program** | July 2026 – Current

- Excelerate Committed Program analysis for recruitment, sourcing, implementation and compliance

Bank of America through TEKsystems, Inc | **Regional Lead-Project Compliance Reporting Analyst** | Oct 2019 - June 2026

- Contract at Bank of America in a program governance reporting role for Global Technology and Operations
- Re-design workflow process for current role; creating reports for each project stage requiring vendor engagement
- Create GEP SMART Dashboards to automate gathering of project actuals, equipment order and tracking information
- Executive Dashboard reporting; project health, compliance, financials, pipeline, supply chain, and KPI goals
- Recommend new reporting to stakeholders; improve visibility of territory assignments and project coordination

Vizient, Inc. | **Senior Analyst-Achieve Committed Program & Sales Enablement** | Oct 2016 - June 2019

- New role that measured and reported success of sales enablement and sales campaign opportunities for C-Suite
- Reduced marketing qualified lead (MQL) hand-off time 50%+ by implementing templates, processes, and SLAs
- Collaborated on program launch and created work streams to secure hundreds of medical contracts
- Used SQL queries, Tableau and Salesforce to analyze and identify hospital systems for new business

Phixios Holdings | **PMO Business Improvement Specialist** | Aug 2015 - Oct 2016

- IT startup: Designed and distributed C-Suite Weekly Status Reports including SWOT Analysis and Supply Chain Mgt

Fiserv | **Product Technical Support** | Sept 2014 - Aug 2015

- Worked directly with financial institution employees to resolve technical issues and educate them on software abilities, procedures, enhancements, and best practices

USAA Investment Management Company | **Senior Analyst-Compliance & Control** | April 2012 - April 2014

- Sixteen years in financial services - compliance department audit and reporting including SEC, FINRA, NASD, IRS
- Expert user of DST Systems, DTC Corp (NSCC) including DCCS; reporting on Anti-Money Laundering AML, 22c-2

EDUCATION | TRAINING

Master of Science Project Management

Colorado Technical University, Colorado Springs, CO
June 2016

Bachelor of Arts Organizational Development

University of the Incarnate Word, San Antonio, TX
August 2011

TECHNICAL SKILLS

Salesforce CRM | Tableau | Microsoft Office (Word, Excel, Access, Teams, Visio, PowerPoint) | SharePoint | Microsoft Project | Power BI | SQL Queries | GEP SMART | Bloomberg | DST Systems | DTC Corp DTCC | NSCC Fund/SERV