# Michael Walsh

**SENIOR DATA MANAGER**

* Dedicated and technically skilled business professional with a versatile support skill set developed through thirteen years experience as a Senior Data Manager(TRTA KS State & Local Taxes).
* Excel in resolving group challenges with innovative solutions, systems and process improvements proven to increase efficiency, workflow and intergroup communications.
* Offer advanced computer skills in multiple editing applications/systems.

**KEY SKILLS**

* Handle workflow for State and Local Taxes for 13 states
* Coordinate workflow with Editorial Group
* Run Processes and Programs in Opus Web\Tigre for various databases
* Teambuilding & Supervision
* Staff Development & Training
* Monitor and Maintain Quality Control over Database Appearance in Checkpoint
* Coordinate Group Activity with Corresponding Team in Hyderabad(TRTA Content BC&KS Source & Material Hyderabad)

# Experience

Thomson Reuters, New York, NY

2006 to 2019

Senior Data Manager

Results: Helped developed efficiency-enhancing workflow/process improvements to ensure more timely\accurate processing of documents Trained\supervised new members of the group Enhanced communication\coordination with other groups(editorial, Hyderabad, IT, development\production)

Walsh Construction Inc., Ronkonkoma, NY

1996 to 2006

Supervisor\Foreman

Results: Oversaw\supervised logistics on various construction sites\projects(dealing with suppliers\outside labor\payroll) Maintained schedules\work development Coordinated with customers\clients to ensure quality control\satisfaction

# **Education**

The George Washington University, Washington, D.C. Bachelor of Arts: History 1993