RÉSUMÉ · ONE PAGE

Asa *Ekengren.*

Orlando, Florida
aekengren@pm.me · LinkedIn
aekengren.com/resume

EXPERIENCE

RECENT & RELEVANT

Business Process & Automation Manager

OCTOBER 2023 – PRESENT

Tepa Companies · Orlando, FL

I work with corporate functions and project teams to unlock efficiencies and improved ways of working. Focused on leveraging AI for prototyping and testing solutions supporting workflows and automation, and, ultimately, effectively communicating policies and procedures to internal staff.

- Automated: vendor registrations, client payment notifications, subcontractor invoicing, and document approvals and publishing.
- Implemented a new company intranet with wiki-style navigation, AI-driven search, conditional audiences, built-in direct feedback, and Git version control.
- Consolidated standard corporate files from siloed systems into a central repository for all controlled company documents.

Business Development Analyst

JANUARY 2023 – OCTOBER 2023

Hatalom Corporation · Orlando, FL

Coordinated and led proposal efforts in response to multimillion-dollar government solicitations. Primary offerings included operations and maintenance support, simulation and training services, engineering, software development, and cybersecurity.

- Led business development and proposal efforts for Hatalom's winning bid for the GSA OASIS+ ID/IQ for logistics contracts.
- Led the past performance volume on Hatalom's winning bid for the single-award ID/IQ contract Computer Based Instructional Development (CBID) III, with a ceiling of $49.3M over five years.

Technical Writer

MARCH 2022 – DECEMBER 2022

CLX Engineering · Sanford, FL

Responsible for knowledge management and for documenting CLX's automated industrial electrical control systems, its proprietary SCADA suite, Cortex, and its computerized maintenance management system, Matrax.

- Wrote, reviewed, and edited supporting project documentation, such as contracts, implementation plans, contingency plans, daily work plans, and progress reports.
- Gathered information from engineers, schematic drawings, and directly from IT systems to create supporting technical documents, such as operation and maintenance manuals and test plans.
- Developed and wrote corporate standard operating procedures, work instructions, templates, examples, and other company standards.

Research Analyst

OCTOBER 2017 – APRIL 2021

Boston Consulting Group · Madrid, Spain

Research analyst on BCG's Data & Research Services (DRS) team, affiliated with the Technology Advantage (TA) practice. Specialized in strategies on the use of data and technology to support CIOs and CDOs and optimize IT organizations for major corporations around the world.

- One of three founding members of BCG's DRS function in Madrid, and the first in Europe to support BCG's TA practice area.
- Selected as an ambassador from DRS Europe to visit, teach, and learn from colleagues in Bangalore, India, in December 2019.

Translator & Editor

OCTOBER 2014 – SEPTEMBER 2017

Boston Consulting Group · Madrid, Spain

Translated, reviewed, and edited presentations, communications, and publications on a broad range of topics and sectors, including technology, media, telecommunications, energy, and financial institutions.

EDUCATION

2012–2014
Ph.D. (all but dissertation), History of Science, Medicine & Technology
Universitat Autònoma de Barcelona · Barcelona, Spain

2012
M.A., Contemporary History
Universidad Complutense de Madrid · Madrid, Spain

2010
M.A., Bilingual & Multicultural Education
Universidad de Alcalá de Henares · Alcalá de Henares, Spain

2009
B.A., History, Minor in Pre-Law
University of Central Florida · Orlando, Florida

SKILLS

Spanish · Stakeholder Management · Change Management · Content Architecture · Microsoft Power Platform · Workflow Management

EARLIER EXPERIENCE

MAY 2013 – OCTOBER 2017
Freelance Translator & Editor
Madrid, Spain

SEPTEMBER 2009 – MAY 2013
English Teacher
Various institutions · Madrid, Spain

MAY 2008 – MAY 2009
File Clerk
Tangel Rodriguez & Associates Law Firm · Orlando, FL

2004–2007
Kitchen Staff
Chuck E. Cheese · Orlando, FL