

DREW VETRANO

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SUMMARY

Business intelligence and systems professional with seven years across BI, internal application development, and IT administration. Builds the reporting and web tools that retire manual processes: Power BI models for leadership, pipelines that join disconnected systems, and full-stack portals used by applicants and clients. Owns enterprise platforms including UKG Pro, Lever ATS, and Microsoft 365, and helps set the firm's AI governance policy.

EXPERIENCE

ms consultants, inc.

Remote

Business Intelligence Analyst

Jan 2026 - Present

- Built the firm's internal permitting portal from scratch, designing the data model, writing the full-stack application, and wiring it into existing project workflows to replace a disjointed manual process.
- Build Power BI reporting for leadership, including cross-system reports that consolidate several platforms into a single view.
- Own UKG Pro as system administrator, handling configuration and data issues alongside HR and payroll.
- Reconcile conflicting data definitions across departments so shared numbers mean the same thing everywhere.
- Help set enterprise AI governance covering M365 Copilot policy, use-case review, and deployment standards, and design internal tooling for secure model access and prompt development.
- Produce the reporting and presentation material behind business development pursuits.

Data Analyst

Oct 2023 - Jan 2026

- Ran the internal technical side of the Lever ATS implementation: data mapping, migration, API and webhook integration, vendor coordination, and go-live readiness.
- Designed and built an applicant-facing candidate portal on top of Lever, pairing workflow automation with a web front end so applicants could see where they stood.
- Created reporting and presentation materials for business development, including work on pursuits that won more than \$1M in new contract work.
- Audited project, opportunity, contact, and client records in Deltek to keep operational and business development systems in agreement.

tkc.io

Remote

IT Consultant, Technical Manager

Feb 2022 - Oct 2023

- Designed and delivered IT and systems solutions for clients in several industries, covering migrations, platform rollouts, and operational improvements.
- Managed engagements from planning through deployment, balancing technical resources, timelines, and client needs.
- Served as the primary technical contact for client environments running Microsoft 365, Windows Server, and cloud platforms.
- Directed SaaS rollouts and tenant administration across Microsoft 365 and Google Workspace, from small teams up to enterprise scale.

Help Desk Manager

Jan 2021 - Feb 2022

- Led support operations and a team of technicians, reworking escalation paths and ticket resolution.
- Ran technical and security audits and joined client-facing consultations.
- Reported on service and performance trends to support operational decisions.

Support Coordinator

Jul 2019 - Jan 2021

- Supported client environments through account provisioning, troubleshooting, documentation, and coordination of technical resources.
- Assisted with onboarding and sales support while keeping client communication steady.

SELECTED PROJECTS

MaineStats, independent public data platform

2026 - Present

- Built a public data platform for Maine covering 15 topic areas and 142 tracked metrics drawn from roughly 25 state, federal, and public datasets, normalized and visualized for public use.
- Architected and maintain about 31 ingestion pipelines, each refreshing on its source's own schedule, with published methodology, sourcing, and data-status documentation.

Fulcral, AI governance product

2026 - Present

- Built a product that turns AI rollout and policy decisions into workflows non-technical teams can follow.
- Handled every part of it: problem definition, feature scoping, workflow architecture, UX, and the site build.

Texure, task and project management app

2026

- Designed and built a complete task and project management product in about a month, working solo with AI-assisted development, and published it as a fully interactive public demo.

TECHNICAL SKILLS

Business Intelligence and Data: Power BI (DAX, data modeling, custom visuals), cross-system reporting, KPI development, data pipelines and ETL, data quality and governance

Platforms and Systems: UKG Pro (system owner), Lever ATS, Deltek, Microsoft 365 administration, Microsoft Fabric, Power Automate, Windows Server, Google Workspace

Development and Integration: Next.js, Supabase, full-stack portal development, API and webhook integration, SQL

AI and Governance: M365 Copilot governance, internal AI tooling, prompt development, RAG concepts

EDUCATION

University of Southern Maine

2012

B.A. Political Science, minor in Philosophy. Pi Sigma Alpha (Political Science Honor Society); President, Political Science Student Association.

Southern Maine Community College

2010

A.S. Business Administration.