

Kathe Minato

Business Continuity Manager

Profile

A diligent and dedicated Business Continuity Manager with 5 years of experience in developing, implementing, and maintaining business continuity and crisis management strategies. Adept at conducting risk assessments, business impact analyses, and devising comprehensive recovery plans to ensure organizational resilience. Proven track record of effective communication, training, and collaboration with cross-functional teams to foster a robust corporate culture of preparedness and risk mitigation.

Employment History

Business Continuity Manager at Securian Financial Group, MN

May 2023 - Present

- Successfully reduced recovery time objectives (RTO) by 30% through the implementation of a streamlined business continuity plan, resulting in minimized downtime and increased operational efficiency for Securian Financial Group.
- Developed and executed over 50 comprehensive business continuity exercises, leading to the identification and mitigation of 100+ potential risks and vulnerabilities, significantly enhancing the organization's resilience to unforeseen events.
- Facilitated cross-functional collaboration between IT, operations, and executive teams, leading to the successful restoration of critical systems within 4 hours during a major data center outage, preventing significant financial loss and reputational damage.
- Established a robust crisis communication plan that was utilized during 3 major incidents, resulting in clear and timely information dissemination to over 5000 employees and stakeholders, maintaining trust and confidence in the company's ability to manage crises effectively.

Associate Business Continuity Manager at Cargill, MN

Sep 2018 - Mar 2023

- Successfully developed and implemented a comprehensive business continuity plan for Cargill's MN operations, resulting in a 30% reduction in potential downtime and financial losses during critical incidents.
- Conducted thorough risk assessments and gap analyses across all departments, identifying and addressing key vulnerabilities, leading to a 25% improvement in overall organizational resilience within one year.
- Facilitated cross-functional collaboration and training programs for over 200 employees, increasing awareness and understanding of business continuity best practices and ensuring a 90% readiness rate for crisis response and recovery efforts.

Certificates

DRI International's Certified Business Continuity Professional (CBCP)

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📍 123 Maple Street, St. Paul, MN 55101

Education

Master of Business Administration in Business Continuity and Risk Management at University of Minnesota, Twin Cities, MN

Aug 2013 - May 2018

Relevant Coursework: Business Continuity Planning, Risk Assessment and Mitigation, Crisis Management, Disaster Recovery, Enterprise Risk Management, Information Security, Supply Chain Risk Management, Insurance and Financial Risk, Organizational Resilience, and Regulatory Compliance.

Links

[linkedin.com/in/katheminato](https://www.linkedin.com/in/katheminato)

Skills

Risk Assessment

Crisis Management

Disaster Recovery

Incident Response

ISO 22301 Implementation

Business Impact Analysis

ITIL Framework

Languages

English