

**PROJECT MANAGER, INFORMATION TECHNOLOGY**

**“Highly accomplished, versatile, and innovative professional, offering more than 20 years of strong leadership, IT strategic planning, project management and team building expertise.”**

**PROFILE SUMMARY**

Visionary and goal-oriented leader with ability to produce solutions across many departmental boundaries and large organizations on small and large-scale, multi-million dollar projects. Bachelor's Degree in Business Administration, Micro MBA, and 2009 Six Sigma Blackbelt Certification, with emphasis on quality management methods and statistical analysis. Exceptional human relations training, professional management, as well as needs assessment. Overcome complex challenges and making high-stakes decision using experience-backed judgment, strong work ethic, and irreproachable integrity.

***E-Commerce ▪ Program Management ▪ Strategic Planning ▪ Technology Integration***

**RELEVANT EXPERIENCE****PROJECT MANAGEMENT**

- Designed centralized Oracle database for cross-agency use, saving Arizona taxpayers money.
- Coordinated creation of national partnership with AOL for state portal, functioning as liaison, program manager, and assisting development team with database design and information gathering.
- Oversaw all of Utah's Internet initiatives, defining standards, specifying platforms for e-government. In this role, oversaw projects involving 50 different state departments, including team of 20 to 30 individuals, from needs assessment to programming, launch, testing, and evaluation.
- Managed \$1.2M project for Department of Revenue, overseeing transition from IBM-based infrastructure.

**STRATEGIC PLANNING**

- Designed strategic business plans for new growth opportunities, offering consulting expertise to businesses.
- Advised and coordinated the uniformity of state of Idaho's Internet activities and Web technologies.
- Provided coordination and consultation to state agency's IT needs and challenges to meet strategic requirements.

**TECHNOLOGY NEEDS ASSESSMENT**

- Collected application requirements from end-users and management and created end-user training program.
- Coordinated research and development of statewide IT applications, facilitated and implemented technology planning efforts and initiatives, including the State of Idaho Electronic Commerce Service Provider RFP.
- Ensured that state agency IT plans fell within the IT parameters established by statutory guidelines.

**RELATIONSHIP DEVELOPMENT**

- Developed and established partnerships to enhance e-commerce opportunities; coordinated government RFP bids.
- Cultivated, maintained, and managed vendor relationships for state agency to accomplish business goals.
- Executed organizational changes across many different departments to improve technological efficiencies.

**GENERAL MANAGEMENT & LEADERSHIP**

- Guided executives on corporate management issues regarding budgeting, re-engineering and IT strategies.
- Contributed to the development of policies and procedures for state agencies IT requirements.
- Designed and co-wrote the Idaho's electronic signature law, leading to reduced paperwork burden.
- Successfully resolved a crisis situation in critical application by performing code inspection.

**PERSONNEL FACILITATION / TRAINING**

- Solved IT personnel problem for state of Idaho and assembled top-notch teams to fulfill anticipated contracts with innovative revenue model to save taxpayers money and get Idaho development work that it couldn't afford.
- Developed and trained sales representatives throughout Western Region of major pharmaceutical company.

## EMPLOYMENT HISTORY

ATLANTIC SOLUTIONS LLC – Spokane, WA BUSINESS CONSULTANT / PROJECT MANAGER	AUG 2008-OCT 2010
PHARMCO LTD. – Salt Lake City, UT SENIOR SALES SPECIALTY REPRESENTATIVE	JUNE 2005-AUG 2008
NATIONAL COMMUNICATIONS CONSORTIUM - Spokane WA PROJECT MANAGER / INFORMATION TECHNOLOGY ANALYST	DEC 1999-MAY 2005
STATE OF IDAHO - Boise, ID INFORMATION TECHNOLOGY MANAGEMENT SPECIALIST	AUG 1997-NOV 1999
BOISE STATE UNIVERSITY - Boise, ID BUSINESS CONSULTANT / PROJECT MANAGER INSTRUCTOR / FACILITATOR / MANAGER	AUG 1995-SEPT 1997 SEP 1993-JULY 1995

## EDUCATION AND CERTIFICATION

SIX SIGMA BLACK BELT CERTIFICATION	2009
Boise State University -Boise, ID	
BACHELOR OF BUSINESS ADMINISTRATION IN COMPUTER INFORMATION SYSTEMS (GPA: 3.8)	1999
MICRO MBA BOISE STATE UNIVERSITY - CENTER FOR PROFESSIONAL DEVELOPMENT	1999

## TECHNICAL SKILLS

### STRONG PROFICIENCIES:

ADOBE ACROBAT PRO	ADOBE PHOTOSHOP	MICROSOFT VISIO
ADOBE DREAMWEAVER	ADOBE PREMIERE	MICROSOFT WINDOWS VISTA, XP, 2000, NT, 98
ADOBE FIREWORKS	MICROSOFT OFFICE (ACCESS, EXCEL, POWERPOINT, FRONTPAGE, PUBLISHER, WORD)	TCP/IP
ADOBE ILLUSTRATOR		
ADOBE INDESIGN		

### PROFICIENT IN OR FAMILIAR WITH:

ADOBE FLASH	INTERNET PROTOCOL SUITE	PERL
ARCVIEW GIS	(APPLICATION LAYER, TRANSPORT LAYER, INTERNET LAYER)	PHP
AUTOCAD	JAVA	UNIX
BASIC	MICROSOFT PROJECT	VISUAL BASIC
C++	MICROSOFT SQL SERVER	VOIP
CISCO ROUTERS	NETWORK DESIGN	VPN
CRYSTAL REPORT	ORACLE SQL SERVER	
FORTRAN		

## TRAINING

TRAIN THE TRAINER | CONFLICT RESOLUTION AND NEGOTIATION | NEEDS ASSESSMENT | PERFORMANCE MANAGEMENT | GROUP FACILITATION | EFFECTIVE PRESENTATIONS AND PRESENTATION SKILLS | PROJECT / CONTRACT MANAGEMENT | CONTINUOUS PROCESS IMPROVEMENT | INTRODUCTION TO GEOSPATIAL DATABASES | INDUSTRIAL PSYCHOLOGY IN THE WORKPLACE

## PROFESSIONAL AFFILIATIONS

Association of Software Professionals

BOARD MEMBER	1999
PRESIDENT	1997

Boise State University

SAGE PROJECT STEERING COMMITTEE	1997-1999
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