IAN WHEELER

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RECENT PROJECTS

GraphCMS Blog	Personal blog developed using NextJS, GraphQL, and Tailwind CSS
Personal Portfolio Website	Implemented using GraphQL, NextJS, ReactJS, SASS, and Sanity.io
S&P 500 Market Profile	Developed in Python using Plotly, Pandas, Numpy, and Streamlit

EXPERIENCE

The Lab Consulting   2022
Project Manager, RPA, Contract, Houston, TX
Articulated project goals and scope, translated business needs into technical requirements, prepared detailed work breakdown structures (WBS) and instilled shared accountability for achieving project milestones
Created cost-benefit analyses and ROI assessments that were used as the basis for decision-making on proposed IT implementations
Participated in requirements gatherings and consulting assignments on RPA solutions using MS Teams, Zoom, Jira, Sharepoint, UiPath Process Mining, Visio, PowerPoint, screen capture, video demonstrations, and proprietary techniques
Implemented plan of action for key stakeholders with short, medium, and long-term views
Responsible for maintaining/updating the BRD and solution viewpoint documents/artifacts (COE, Use Cases, Plan of Action, DFD, etc.)
Worked closely with teams internally and client stakeholders across the globe, managing multiple projects and task assignments
Created and edited copy for blogs, websites and marketing materials | Performed competitor analysis
Resolved numerous project issues including staffing shortages, tactical matters, scope creep and divergent business and user needs

On the Kirb | Travis Midtown llc   2021
IT Director, Beverage Director, Houston, TX
Responsible for daily operations of 5 locations, including human resource management, inventory control, cash control, facility maintenance (including electrical and audio engineering), vendor relations, and supervision of ~300 staff managers and employees
Drove profit increase of ~30% to achieve $18.7M in annual sales; transformed outlets by introducing new concepts, marketing tactics, promotions, and establishing consistent, focused staff training and development
Planned and developed digital marketing strategy and oversaw successful campaign
Used Google Analytics and Yoast to perform SEO analysis and monitor web analytics
Optimized website and landing pages, resulting in 32% growth in organic traffic over 7 months
Cut labor costs by ~35% by effectively utilizing capacity planning and strict operations management

Tony's | Montrose Restaurant Group   2019 – 2021
Captain, Supervisor, Houston, TX
Developed strong client relationship and interpersonal skills by establishing positive rapport with guests and managing employees

Sawyer Yards   2017
Software Development Intern, Houston, TX
Analyzed client's business requirements through document analysis, interviews, joint-application design, and STROBE analysis
Conducted 5+ levels of testing, including functional, regression, user acceptance, integration, and performance
Facilitated construction of the front-end management tool using JavaFX Scene Builder
Implemented back-end file storage system using SQL Server Management Studio
Translated stakeholder reqs into functional specs, use cases, user stories, process diagrams, and data flow diagrams

EDUCATION

University of Houston, Houston, Texas	Spring 2018
B.Sc. in Computer Information Systems	GPA: 3.1/4.0

TECHNICAL SKILLS

Business analysis	Project management	User acceptance testing	Visual Basic, C#, .NET
Business process mgmt	Change management	Technical writing	Python, SQL, MySQL
Risk assessment	ITILv4 foundations	Relational databases	HTML, CSS, Bootstrap
Technical communication	Lean Six Sigma, SEO, CMS	UiPath, Power Automate	Angular, Node, React
Cost-benefit analysis	Governance & standardization	JIRA, Confluence	JavaScript, jQuery
Use case modeling	Critical & analytical thinking	MS Teams, Sharepoint	Google Analytics, Yoast
BRD, DFD, SDLC	Scope definition	Salesforce	Agile, scrum, waterfall