

Shanny Kuhic

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EXPERIENCE

SENIOR MANAGER, PMO-CRITICAL CARE OPERATIONS

Houston, TX

08/2016 – present

- Develop and Manage Core Team meetings and track action items
- Provide monthly updates to executive leadership and status reports to local PMO
- Provide coaching and mentoring to Project Leads
- Develop effective communication plans
- Manage prioritization and integrated project list
- Manage and distribute PMO metrics, scorecards and reports
- Sends out monthly communications and recognitions

PROJECT PORTFOLIO SENIOR MANAGER, PMO

Los Angeles, CA

07/2013 – 05/2016

- Develop and execute project portfolio strategy, provide clear direction to project managers
- Manage priority, interdependency and sequencing of projects within assigned portfolio
- Periodically meet with project managers to review and approve project charters, project plans, work plans and risk assessments for all projects within assigned portfolio
- Periodically review and approve project resource plans. Identify, communicate and facilitate resolution of project and portfolio resourcing conflicts and constraints
- Partner with functional leaders to mitigate obstacles, barriers and risks to successful execution of projects within assigned portfolio
- Manage organizational project portfolio communications, including but not limited to periodic updates to the Franchise
- Project Leadership and Supply Chain Leadership Team

SENIOR MANAGER, PMO

Chicago, IL

07/2009 – 06/2013

- Risk Management: Uses proven expertise and methodologies for identifying, analyzing, communicating, and developing risk mitigation strategies
- Establishing the Project Management Office, developing PMO processes and activities including reporting to business unit leadership
- Perform ongoing assessment of all active projects, including scope management, resource scheduling and budget status
- Participating in developing roadmaps for new and existing high priority product lines
- Managing a team of 4-5 people reporting directly into this individual for providing PMO duties and responsible for their career growth
- Establishing and maintaining collaborations with global Thermo Fisher Scientific sites
- Provides coordination of system acquisition through the defined vendor evaluation process utilizing RFPs and RFIs leading towards an organized decision

EDUCATION

KEAN UNIVERSITY

Bachelor's Degree in Business Administration

SKILLS

- Independent follow-through ability (attention to detail, monitoring and controlling)
- Proficiency in the use of the Microsoft Office suite of applications
- Strong organizational, project management, and problem solving skills
- Strong financial skills
- Normal amount of sitting or standing, average mobility to move around an office environment, able to conduct normal amount of work at a computer
- Ability to work effectively with international teams
- Strong analytic and communication skills, verbal and written
- Excellent oral and written communications skills
- Excellent presentation and public speaking skills
- Ability to multitask and manage multiple projects simultaneously