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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Leo Panzarella** | | | | | | | | | | |
| **Contact #** | **Alternative contact #** | | | **Email Address** | | **Skype** | | | | **LinkedIn** |
| 951-551-4451 |  | | | [leop456@gmail.com](mailto:leop456@gmail.com) | | [leop456@gmail.com](mailto:leop456@gmail.com) | | | | li[nkedin.com/in/leo-panzarella-56920710b/](http://nkedin.com/in/leo-panzarella-56920710b/) |
| **Current Location:** | | | | Temecula CA | | | | | | |
| **Willing to relocate? If so, please provide the preferred location:** | | | | Yes | | | | | | |
| **Willing to attend in-person interview?** | | | | No | | | | | | |
| **INTERVIEW AVAILABILITY**  **(Dates listed must be 48 hours after candidate submission)** | | | | | | | | | | |
| **Time Slot 1 (Date/Time)** | | | | | **Time Slot 2 (Date/Time)** | | | | **Time Slot 3 (Date/Time)** | |
| Friday (09-27-2019)  10:00 AM – 11:00 AM (PST) | | | | | Friday (09-27-2019)  03:00 PM – 04:00 PM(PST) | | | | Monday (09-30-2019)  10:00 AM – 11:00 AM (PST) | |
| **Time Slot 4 (Date/Time)** | | | | | **Time Slot 5 (Date/Time)** | | | |  | |
| Monday (09-30-2019)  03:00 PM – 04:00 PM(PST) | | | | | Tuesday (09-31-2019)  10:00 AM – 11:00 AM (PST) | | | |  | |
| **Availability to Start** | | | | | Yes | | | |  | |
| **Notice Period/ LWD on last project** | | | | | 2 weeks | | | |  | |
| **Interviews/ Offers in Pipeline** | | | | | No | | | |  | |
| **LIST ALL EMPLOYMENT FOR THE PAST 7 YEARS** | | | | | | | | | | |
| **Dates of Employment**  **(Month/Year – Month/Year)** | | **Parent Employer Name /Project Company Name**  **i.e. ABC Staffing / Project at XYZ Client Name** | | | | | | **Location** | | |
| Feb 2014 to Present | | Emergent Technologies LLC | | | | | | Gilbert, AZ | | |
| Nov 2012 to Feb 2014 | | Citywide Consulting Group  ,**Mission Viejo, CA** | | | | | | Mission Viejo, CA | | |
| Jan 2000 to Nov 2012 | | Self, And Various Mortgage Companies | | | | | | Southern California, CA | | |
| **Mandatory Skills**  **(As listed in JD)** | | | **# of Years Experience** | | | | **Candidate’s relevant hands-on experience** | | | |
| Infrastructure | | | 7+ | | | | * Confers with hospital departments, applications, systems, network and infrastructure subject matter experts to facilitate the resolution of technical and/or business process related issues | | | |
| Project Manager | | | 7+ | | | | * Established key issues in need of resolution and project performance metrics to set planning objectives | | | |
| **Additional comments:** | | |  | | | | | | | |

**Visa – US Citizen**

**PROFESSIONAL Summary**

My entire career has been in the capacity of service to achieve the goals and expectations of stakeholders and sponsors from initiation to closing. I am well versed in Agile, Waterfall, and Hybrid Methodologies applying these to IT projects. I have a Comptia Project+ Certification and currently studying for the PMI/CAPM certificate. My many years in the business world has proven to be an invaluable asset entering project management. The parallels have been numerous.

**Skills**

|  |  |
| --- | --- |
| * Agile * Waterfall * Hybrid * Execution within time and budget constraints * Strong People Skills / Effective Management of people to produce optimal results * Infrastructure Support | * Skilled at Tracking and Managing Multiple Tasks * Excellent Communication Skills both verbal and written to effectively communicate with all stakeholders * Well versed in Microsoft Office and Project * Experience with IT Projects * Can work on-site or remote |

**EDUCATIONAL DETAILS :**

* Bachelor’s in Business Administration and Management from University of Phoenix, USA (1999)
* Certificate in Project Management. CompTIA Project+ Certified Presently Studying for PMI/CAPM test for Certification

**PROFESSIONAL Experience**

**Project Manager Feb 2014 to Present  
Emergent Technologies LLC, Gilbert, AZ**

From initiation to closure for IT projects both onsite and remote

* Kept project teams on-task with proactive control of budgets, schedules and scopes
* Established key issues in need of resolution and project performance metrics to set planning objectives
* Confers with hospital departments, applications, systems, network and infrastructure subject matter experts to facilitate the resolution of technical and/or business process related issues
* Agile
* Waterfall
* Hybrid

**Associate Project Manager Nov 2012 to Feb 2014  
Citywide Consulting Group , Mission Viejo, CA**

* Assisted senior Project Manager as an on-site presence
* Solved issues as they arose
* Handled communications to stakeholders
* Oversee infrastructure programs and projects in support of business-driven initiatives.

**Loan Officer, Sales Manager, Business Owner Jan 2000 to Nov 2012  
Self, And Various Mortgage Companies ,** **Southern California, CA**

Prior to 2012, I was involved in the mortgage industry frequently in an executive capacity. It was my years in this industry that I learned the importance of the Iron Triangle; Time, Cost, and Scope.