***OLUWATOMI TALABI***. PMP, Certified in Cybersecurity, SixSigmaGreenBelt

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I have been in the project management and information technology field with six years of experience participating in the end-to-end project life cycles, leading continuous improvement initiatives and successfully identifying and implementing cost-saving technical solutions and best practices to ensure project success.

I am passionate about risk management, cybersecurity governance and implementing security best practices to ensuring the protection of information assets through policies, standards and frameworks that secure data and maintain organizational trust.

I am competent in the use of MS Office tools, MS Azure with familiarity in PowerShell & Bash, Atlassian tools, OpenVAS, Kali Linux and knowledge of incident response.

**PROJECTs and PRACTICAL EXPERIENCE**

* I led a manufacturing project team to improve the manufacturing process from a sigma rating of about 1.8 to about 3.2 using six sigma methodology.
* I introduced electronic 5S (e5S) across the project team. It is the proper sorting of office computers desktop look, the standardization of eight rows of folders and its sustainability.
* I have been a part of agile project teams, successfully delivering projects using the scrum and kanban methodologies.
* I managed and ensured continuous improvement activities were conducted and concluded in-between sprint retrospectives and sprint planning.
* Involvement in security incidence response, vulnerability management and risk mitigation with an information security team.
* Drew the network architecture and topology for a client using MS Visio.
* I was involved in the implementation of security awareness training.
* Hands-on security labs in vulnerability management, incident response and policy management.

**COMPETENCIES & SKILLs**

* Knowledge and application of agile principles and methodologies.
* Information Security fundamentals.
* Knowledge of framework NIST CF 2.0, standard ISO 27001 and regulatory compliance GDPR, HIPAA.
* Security incidence response, vulnerability management and risk mitigation.
* Effective written and verbal communication skills, facilitating transparent communication.
* Commitment to continuous improvement, demonstrated through implementing Lean and Six Sigma principles and documentation.
* Network security and architecture.

**Education**

* Master of Science in Information Technology (in-view), Grand Canyon University – Arizona, USA.
* Masters in Managerial Psychology, University of Ibadan – Ibadan, Nigeria.
* Higher National Diploma, Electrical Engineering, Ibadan Polytechnic – Ibadan, Nigeria.

**Certifications**

* Certified in Cybersecurity – ISC2.
* Project Management Professional – Project Management Institute.
* SixSigma Greenbelt – QAI Institute.

**Professional Experience (Projects)**

**FirstData Consulting – Dallas TX. Sep. 2022 – Jun. 2023**

**PivotPoint Consulting – Dallas TX. Mar. 2022 – Aug. 2022**

**Internship**

* Assisted in managing the delivery of projects in waterfall and agile, ensuring compliance with the scope, deadlines and budgets, managing resources and tracking performance.
* I was engaged in the development of risk management plans and mitigation strategies.
* Maintained project documentation, including risk registers, issue logs and compliance reports, ensuring all deliverables meet regulatory and organizational standards.
* Facilitated project meetings and coordinated security training on best practices, identifying threats and vulnerabilities.

**Globacom Limited – Lagos, Nigeria. Jan. 2013 – Jun. 2018**

**Assistant Project Manager**

* Managed and delivered telecommunication projects within time, budget and stakeholder expectations.
* Collaborated with stakeholders on project requirements and planning.
* Coordinated communication activities between the telecommunication team, the engineering team and manufacturing team, ensuring clear and effective communication channels to facilitate project progress.

Key Achievements:

* Managed resources of telecommunications projects with budgets of over $5M and demonstrated the ability to effectively allocate and utilize resources to meet project objectives.
* Demonstrated the ability to maintain project activities and deliverables by managing changes to the overall project goal.
* Travelled to different locations to inspect facilities and commission projects, displaying the ability to oversee project implementation and ensure compliance with quality standards.

**Work Experience (Manufacturing and Quality Control)**

**Collins Aerospace – San Marcos TX. Jan. 2024 - Date**

* Conducts thorough quality checks, identifies product defects, and performs all tasks in compliance with quality standards and established safety procedures.
* Uses standard measuring instruments to perform in-process checks and non-compliant conditions per the Quality Management policy.
* Adapts to engineering specification changes by reworking and repairing assembled equipment and products, ensuring they meet the latest standards.
* Keeping the work area clean and organized thereby promoting a safe and productive workspace.

**Abbott Laboratories – Irving TX. Jul. 2023 – Nov. 2023**

**(Manpower Group)**

* Interpreted and utilized Visual Manufacturing Instructions (VMI) for work processes and procedures.
* Managed the use of production parts and time-sensitive materials.
* Communicated any process issues with peers, leads and supervisors.
* Participated in Continuous Improvement initiatives by working with other teams to inspect quality of production parts, improve quality of finished products and increase throughput.
* Adhered to all environmental, health and safety Standard Operating Procedures, equipment, policies and procedures, including any department specific requirements.

**Dart Container Corporation - Dallas TX Aug. 2019 – Jan. 2021**

**Quality Control Technician**

* + Checked, tested, and inspected finished products and raw materials to ensure products and materials met established quality standards.
  + Followed practices and processes intended to provide safe products that comply with appropriate laws and regulations.
  + Conducted routine incoming quality inspections of semi-finished, finished, and printed products to ensure all products meet established specifications.
  + Compared the physical characteristics of materials and products to technical specifications to identify defects.
  + Conducted tests, recorded results, prepared reports, and communicated changes that should be made to improve quality and assisted in implementing corrective actions.

**Globacom Limited – Lagos, Nigeria. Nov. 2009 – Dec. 2012**

**Quality Control Engineer**

* Facilitated Continuous Improvement initiatives and Quality Assurance across the organization, demonstrating the ability to identify opportunities for improvement and implement effective strategies to enhance processes and outcomes.
* Drove the implementation of LEAN Six Sigma principles with the goal of achieving waste reduction and elimination of defects, showcasing a commitment to efficiency, quality, and process optimization.
* Managed the drive for continuous improvement and standardization of engineering processes, ensuring that processes were streamlined, standardized, and continuously optimized for better outcomes.
* Supported and motivated team members and subordinates to ensure they were aware of and capable of delivering their work scope, fostering a culture of accountability, collaboration, and continuous learning.