

Objective

Dynamic, goal-oriented, and adaptable self-starter with outstanding skills in project management and communication. Commended for analyzing and solving complex problems, excelling in team environments as well as independently, and performing multiple tasks simultaneously all while producing quality work. Looking to gain professional experience while working toward furthering a career in finance.

Skills

Program Management, Project Management, Microsoft Office.

Work Experience

Business Project Manager III

ABC Corporation - May 2003 – March 2007

- Included defining stakeholder goals and expectations, defining high-level requirements and business plan.
- Worked with Guidewire and CNA resources to perform a detailed product analysis, led Business Rules Team during system configuration and led CNA user testing of Claim Center.
- Leader of Gap Analysis Team that compared financial functions of Guidewires product and existing CNA technology.
- Deployment team leader for field implementation of Guidewires application to field claim offices.
- Managed production support process that resolved user application issues post deployment of Claim Center.
- Senior subject matter consultant responsible for taxable payment compliance.
- Responsible for partnering with various software providers to identify solution alternatives to claim business challenges.

Business Project Manager

Delta Corporation - 2001 – 2003

- Processed work orders for several properties and met deadlines for projects Liaison.
- Liaised with product managers and business strategists to conceptualize new product development Tasked with taking high-level business requirements.
- Led a multi-functional team and a development staff.
- Managed the execution of diverse business projects including divestiture, customer experience, treasury self-funding, branch policy, and office .
- Defined and documented scope, build plans and track activities, design and manage team sites.
- Provided leadership to programs as primary point of contact to manage relationship between MIT LL technical team and subcontractors.
- This is Dummy Description data, Replace with job description relevant to your current role.

Education

Bachelor of Science in Advertising - (University of Florida - Gainesville, FL)