George Lychock

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Career Focuses

Digital Content Delivery

*Progressive Project Management
   Techniques*

Leadership/Management

Currently Studying

*Software Development Certificate
Salem State University
Est. Completion 7/30/2021*

Recent Professional Development

PMI PMP Certification 2020

Lean Six Sigma Green Belt 2020

*Scrum Master and MS Project '13
   Training 2020*

SAFe 4.0 Agilist Certification 2017

PMI PMP Certification 2012-2015

Technically Speaking...

Proficient In

*Jira, Confluence, Drupal, EPUB,
G Suite, Excel, Slack, Smartsheets,
Lucid, Mural, Visio, SharePoint, MS
Project ...*

and Familiar With

*WordPress, Documentum, HipChat,
IMS Standard, ONIX, Alfresco, Adobe II,
Id, SAP, and Salesforce.*

How I Fit the Job Description

A versital project manager with over 15 years experience, I have performed as team lead in the developement of a diverse array of media and print products for leading educational publishers. A sample of products produced include digital courses, ebooks, and large print programs. Most of my experience is in the challenging field of educational publishing but my skills are transferrable to many industries where complex projects are conducted in a large corporate atmosphere.

My Core Competencies

► Proficiency in project managing the planning, development, and delivery phases of highly effective educational products

► Ability to manage project teams authoring complex educational curriculum while executing course development for distribution via Learning Management Systems, ebook platforms, and print

► Ability to train individual team members, or groups, on complicated processes for authoring and publishing content in Content Management Systems and Learning Management Systems

Key Responsibilities and Skills Aligned to Your Listing

► Performed as a technical point of contact developing processes and training materials enabling teams to efficiently produce and distribute custom products through Pearson proprietary digital platforms as well as systems such as VitalSource/Ingram, Canvas, Moodle, Redshelf, and Blackboard.[Pearson DIS]

► Investigated production tools and delivery platforms, establishing feasibility, processes, and training to create new revenue streams or profitable single-sale opportunities. [Pearson DIS]

► Created SIS's first project management knowledge base using Confluence. [HMH SIS]

Most Relevant Work Experience

Houghton Mifflin Harcourt   6/2019 – 12/2019
Supplemental Intervention Services
Boston, MA

As Project Manager, planned for and managed all aspects of project objectives for print, static digital format (PDF, etc.), and structured content/digital delivery projects. As PM, I was accountable for definition of project scope, drafting and finalizing SOWs, budgeting, and execution through final delivery.

Recent Work Experience

Pearson/ DIS

Technical Project Manager, Pearson, Inc. Digital Integration Services   12/2015 – 4/2018
Boston, MA

Developed custom solutions via Pearson or third-party learning platforms for the higher education community as well as print and digital solutions integrating higher education content into the K-12 demographic.

2015

Key Accomplishments:
- Technical support team member of Pearson Higher Education Digital Integration Services group, collaborating with client support teams, platform/product managers, and senior project managers on executing custom delivery of educational content.
- Supported/improved workflows for value streams based on integration and custom digital delivery. Gathered requirements, establishing feasibility, and developed new processes for publishing content via EPUB, LTI integration, IMS, third-party LMS, and next-gen Pearson digital solutions.
- Supported third party channels of delivery including: VitalSource, RedShelf, Canvas, BlackBoard, Moodle.

CTsui

Project Manager, Cheng-Tsui, Inc.   8/2018 – 11/2018
Boston, MA

Foreign Language Publisher of educational material, teaching Asian languages. Contract role.

Key Accomplishments:
- Worked with Editorial, Production, Marketing, and the CEO to implement a project management process to drive planning and execution of print projects.

2018

- Collaborated with digital platform lead to help run Scrums, identify areas to improve PM efficiencies via Jira, and help develop and organize sprints for their proprietary LMS.

HMH SIS

Project Manager, Houghton Mifflin Harcourt *Supplemental Intervention Services*   6/2019 – 12/2019
Boston, MA

As Project Manager, planned for and managed all aspects of project objectives including scoping and budgeting. Project deliverables included print, static digital format (PDF, etc.), and structured content delivered on the HMH learning management system.

Key Accomplishments:
- Co-led collaboration on developing templates, processes, and reports used to migrate the entire SIS portfolio status trackers from Excel to Smartsheets.

2020

- Created workflows for authoring content and courses in the Authoring Tool and Content Management System (Inkling and Alfresco) as well as developed trackers and process documentation using Jira, Confluence, and SmartSheet.
- Created SIS's first project management knowledge base using Confluence.
- Managed temporary and/or contract staff as required by project requirements.
- Collaborated with the UX team, SIS Platform Engineers, and the product owner to work towards a process for managing the migration of a supplemental math program to the core HMH LMS.

Where do I see myself in five years? (seriously)

A focal point for me, as I'm working my way towards more challenging and rewarding positions, is to progressively seek and master skills needed to excel at new positions.
- First, I want to expand my subject matter expertise in web technologies. (See Currently Studying)
- Second, I want to succeed as a digital project manager for a remarkable web technologies company.
- Afterwards, I want to study and practice what it takes to become a business analyst and/or product owner on a high performing development team.