Lindsay Wesley, PMP

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Experienced product manager offering a background in software/web development and project management combined with a PMP certification, an A.S. in Web Design, and B.A.S in Technology Management

Qualifications Summary

- Define and prioritize development activities to ensure product requirements are captured and execution matches expectations
- Provide vision and subject matter expertise around product domain while exercising critical decision making skills to arrive at sprint prioritization and scheduling decisions
- Supervised & Mentored team of Release Managers

Skills

Certification: Certified Project Management Professional (PMP)

Software/Web Apps: MS Office Suite (Word, Excel, Visio, PPT, Skype, SharePoint, OneDrive, familiar with MS Project), Google Suite (Docs, Sheets, Calendar, Mail), MS Visual Studio Team Services, Jira, HipChat, Harvest, Forecast, Basecamp, DoneDone, Trello, InVision, MS SQL Server Mngt Studio, Adobe Photoshop, Adobe Illustrator, Camtasia

Languages: SQL (DQL), HTML, CSS

Qualities: Organized, detail oriented, analytical, problem solving, multitasking, effective communication

Experience

Product Manager, Senior
Effective Health Systems – Los Angeles, CA March 2016 to Present

Report directly to the Chief Product Officer and consult on concept definition, planning, product strategy, and product development. Present recommendations on product strategy, and product plans based upon needs and research that support overall company goals.

- Work directly with clients to understand their goals and success criteria to build requirements providing high quality functional specifications for product enhancements.
- Define and prioritize development activities to ensure product requirements are captured and execution matches expectations.
- Create client facing training and demo materials including release notes, videos, PDFs, and PowerPoint presentations
- Updated (and continue to update) the flagship product UI, including creating clickable prototypes, which enhanced usability and efficiency for the end users, and allowed the display of easily accessible data while freeing up screen space and allowing for future additions that will not disrupt white space.
- Provide vision, and subject matter expertise around product domain and exercise critical decision making skills to arrive at sprint prioritization and scheduling decisions. Guided 2017 roadmap to focus on user dashboard resulting in on-boarding of a new client implementation.
- Launched functionality resulting in additional revenue streams for the organization.

Technical Project Manager
We Are Mammoth – Chicago, IL September 2015 to March 2016

Manage technical project and account management duties in pre-production, production, and post- production life cycle while maintaining and building client relationships.

- Responsible for requirements gathering, determining cost and time estimates, creating project schedules, and writing statements of work.
- Managing a team of front and back end developers from project kick off through launch, as well as post launch maintenance.
- Managing client scope creep, budgets, communication on all project activities, and test each deliverable prior to client testing and go-live.
- Resource and budget planning, forecasting upcoming projects, and reviewing submitted timesheets for client billing.
- Lead project status meetings with clients and internal teams.
- Primary internal knowledge holder for project deliverables, features, due dates, contracts, and budgets.

Release Management, Supervisor
HEALTHESYSTEMS – Tampa, FL March 2015 to September 2015

Responsible for the management of the software release schedule in collaboration with senior management and stakeholders.
- Coordinating and supervising the efforts of the release management team members in order to drive and communicate software release plans.
- Train and mentor the release management team, as well as assign work to the release schedule based on resource capacity.
- Minimize the impact of release changes to production and test environments through proper planning and communication.
- Responsible for the release management process and related process documentation, training, reinforcement, and continuous improvement.
- Manage the development of release management standards, procedures and quality objectives.
- Perform release trend analysis and reporting (scheduled and adhoc).
- Supervise team of release managers including performance reviews, mentoring, and developing career paths.
- Build a strong team dynamic, and approachable environment to lead the team to success.
- Implemented Kanban boards to help deliver changes bringing higher visibility to business stakeholders.
- Developed and documented change delivery process providing clarity for IT resulting in faster delivery

Release Manager, Senior
HEALTHESYSTEMS – Tampa, FL July 2012 to March 2015

Execute, and monitor monthly software releases, coordinate the efforts of IT resources in order to deliver software releases according to plan.
- Ensure requirements are fully vetted and understood by all team members and stakeholders.
- Ensure resources are assigned for the correct time frames, dependencies are identified, and estimated and actual work is updated on a regular and timely basis to facilitate accurate capacity reporting.
- Identify risks and work with IT resources to identify options for corrective action and facilitate decisions with respect to course of action.
- Track and report on all changes to release scope/schedule/resource.
- Partner with Consultative Services and IT to define and manage release scope according to priority and available capacity. Own and maintain the Release Management Process and related process documentation.
- Drove high visibility new development initiative successfully to completion working with a dedicated team of resources on 18 month project.
- Developed release reports for executive management providing visibility on status of inflight work.

SoftWeb Product Specialist
SCC SOFTCOMPUTER – Clearwater, FL February 2012 to July 2012

Monitor project plans to ensure timely release of product in order to meet client deadlines. Analyze and process software changes, and perform hazard analysis on enhancements, deficiencies, and defects. Research and document product requirements, provide domain expertise for enhancing existing products and developing new products. Help guide contracted vendors regarding functionality, and validation of products. Monitor and tests software prior to release.

QC Release Coordinator
SCC SOFTCOMPUTER – Clearwater, FL December 2007 to February 2012

Coordinate testing activities and documentation in preparation of software releases working closely with contracted vendors, Product Business Units, Quality Control, Research and Development, Design and Architecture departments. Ensure product design history files are prepared, complete, verified prior to submission, and act as the central coordination point for releases. Support testing process infrastructure; including communication forums with internal customers and contracted vendors, assigning and managing tasks for testing.
- Project lead and designer of dashboard for reporting testing deliverables company wide reducing time spent providing status updates by 30%.

Education

BAS Technology Management
St. Petersburg College – Clearwater, Fl, Graduated December 2011

AS Web Design
St. Petersburg College – Clearwater, Fl, Graduated May 2010

AAS Hospitality & Tourism
Valencia Community College – Orlando, FL, Graduated May 2006