

LINDSAY WESLEY, PMP

SENIOR PRODUCT MANAGER

SUMMARY

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

SKILLS/SOFTWARE

Product Mgmt. & Project Mgmt.:	MS Visual Studio Team Services, Forecast, Harvest, Basecamp, Jira, DoneDone, Trello, GitHub, familiar with MS Project
Design:	HTML, CSS, InVision, Github, WordPress, Adobe Photoshop, Adobe Illustrator
Collaboration:	SharePoint, HipChat, Skype, WebEx, Join.me, Hangouts
Research & Analysis:	MS SQL Server Mgmt. Studio, SQL
Video Editing:	Camtasia

**Extensive experience with Microsoft Office products*

EDUCATION

BAS / TECHNOLOGY MGMT

St. Petersburg College | 2011
Clearwater, FL

AS / WEB DESIGN

St. Petersburg College | 2010
Clearwater, FL

AAS / HOSPITALITY & TOURISM

Valencia College | 2006
Orlando, FL

CERTIFICATION

PMP / CERTIFIED PROJECT MGMT PROFESSIONAL

PMI - Project Mgmt. Institute | 2014

PROFESSIONAL EXPERIENCE

SENIOR PRODUCT MANAGER

Effective Health Systems | March 2016 - Present
Web-based Medical Claims Application

- Work directly with clients to understand their goals and success criteria to build requirements providing high quality functional specifications for product enhancements.
- Work with developers, quality assurance, and product management team to move product and process solutions forward.
- Create client facing training and demo materials including release notes, videos, PDFs, and PowerPoint presentations.
- Update the flagship product UI, including creating clickable prototypes, enhancing usability and efficiency for the end user.
- Guided 2017 roadmap to focus on user dashboard resulting in a new client implementation.
- Launched functionality resulting in additional revenue streams for the organization.

TECHNICAL PROJECT MANAGER

We Are Mammoth | September 2015 - March 2016
Web Development Studio

- Managed technical project and account management duties in pre-production, production implementation, and post- production life cycle while maintaining and building client relationships.
- Responsible for requirements gathering, determining cost and time estimates, creating project schedules, writing statements of work, and client billing reviews.
- Managed a team of front and back end developers from project kick off through launch, as well as post launch maintenance.
- Managed client scope creep, budgets, communication on all project activities, and tested each deliverable prior to client testing and go-live.

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WEBSITES

w: lindsaywesley.github.io/Resume/

w: lindsaysarah.com

 linkedin.com/in/lindsaywesley

 github.com/lindsaywesley

REFERENCES

DAN WILSON

*Director of Operations and
Configuration Mgmt.*
Effective Health Systems

ANDY JAMES

Chief Product Officer
Effective Health Systems

PROFESSIONAL EXPERIENCE (CONTINUED)

RELEASE MANAGEMENT, SUPERVISOR

HealtheSystems | March 2015– September 2015
Web-based Medical Claims Application

- Supervised release management team in order to drive and communicate software release plans, minimized the impact of release changes, as well as assign work to the release schedule based on resource capacity.
- Responsible for the release management process and related process documentation, training, reinforcement, and continuous improvement. Developed and documented change delivery process providing clarity for IT resulting in faster delivery.
- Performed release trend analysis and reporting (scheduled and adhoc).
- Implemented Kanban boards to help deliver changes bringing higher visibility to business stakeholders.

SENIOR RELEASE MANAGER

HealtheSystems | July 2012 – March 2015
Web-based Medical Claims Application

- Executed and monitored monthly software releases coordinating the efforts of IT resources in order to deliver releases according to plan.
- Ensured resources were assigned for the correct time frames, dependencies were identified, and estimated and actual work was updated on a regular and timely basis to facilitate accurate capacity reporting.
- Identified risks and worked with IT resources to identify options for corrective action.
- Tracked and reported on all changes to release scope/schedule/resources.
- Developed release reports for executive management providing visibility on status of in-flight work.

QC RELEASE COORDINATOR

SCC SoftComputer | December 2007 – July 2012
Lab Information Software

- Coordinated testing activities and documentation ensuring product design history files were prepared, complete, verified prior to submission and software release.
- Acted as the central coordination point for releases.
- Supported 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 companywide reducing time spent providing status updates by 30%.