Maxime Paul

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Employment

Digital Management Inc. (Bethesda, MD)   November 2012 – Present
Business Analyst/Tester/Developer/Problem-Solver (Contractor for HHS)
- Understand, interpret, and design enhancements and patches for the Payment Management System (PMS)
- Manage a software development team of 15, ensure timely delivery of enhancements, train new team members, communicate with clients, handle project finances, and redesign our processes to increase productivity and effectiveness
- Mediate discussions between team members and clients to understand requirements in order to develop and design the most accurate and impactful innovations to the PMS system
- Testing pieces of the platform that we develop for functional accuracy, quality assurance, and for 508 Compliance

Urban Mind, LLC (Washington, DC)   September 2012 – Present
CXO/Founder
- Lead a team of 3 to establish a 21st century sustainable education consulting firm that works to improve the academic achievement, autodidactism, and entrepreneurialism of underserved urban students
- Lead and design the afterschool education component of a non-profit client that provides literacy enrichment for underserved urban students using relatable pedagogy and content
- Organize team of 3 to help develop new technology that pushes forward our ideals and beliefs for the classroom
- Build coalitions with and train a variety of educational and professional parties for support of 21st century sustainable education
- Present on 21st century sustainable education at education conference in the DC, Maryland, and Virginia areas; branching out to other areas as well

Accenture (Reston, VA)   September 2010 – June 2012
Systems Integration Analyst w/ Business Analysis experience (Contractor for IRS and USPS)
- Managed Analyst team of three through SDLC process for USPS
- Tested overall functionality testing of online business shipping service application for USPS
- Led a team of three in a USPS mobile application business case competition and won the most feasible design
- Led digital marketing team of three in analysis and improvement of IRS.gov using analytics, data mining, and database marketing
- Recommended ways to improve customer satisfaction for the IRS online by removing, adding, reforming, or combining items on their site
- Created over 3,000 data analysis reports for the IRS and USPS and presented to senior level executives

Rice University President's Office (Houston, TX)   August 2008 – May 2010
Presidential Liaison for Student Initiatives
- Researched US-Mexico Border Security policy and reported findings to Rice University President
- Mediated between Student Association and Rice's President to improve diversity, inclusion, and the overall campus climate
- Represented nearly 200 students to voice concerns about reporting sexual orientation and race to Rice University admissions
- Organized meetings between various student groups and the administration and initiated campaigns ensured appropriate administration response

Booz Allen Hamilton (McLean, VA)   June 2009 – August 2009
Research Intern (Contractor for SSA)
- Performed business process re-engineering and gap analyses for various SSA business processes
- Researched IT strategies to solve client problems and determined the best situation for capabilities and costs
- Analyzed current client setup and presented options to improve efficiency and profitability by phone or through use of PowerPoint
- Developed easy to understand and creative ways to organize our findings into a final PowerPoint for our federal client
- Led a group that pitched IT development ideas to senior management for company growth and client assistance which is slowly being implemented within the company

Volunteer Experience

We, The Readers After School Program (Washington, D.C.)   January 2013 – May 2013
- Took over and ran an innovative afterschool literacy program for students of various grades at MacFarland Middle School
- Raised attendance 100% over the duration of the program
- Led 2 assistant teachers and taught them advanced teaching techniques to engage students in 21st century literacy

DC Teaching Fellows Summer 2012 Cohort (Washington, D.C.)   June 2012 – July 2012
- Participated in a rigorous six-week Pre-Service Training including: field experience teaching Secondary Math, English Language Arts, and Advisory; classroom observations; small group coaching sessions; and professional learning communities

DC Student Mentor (Washington, D.C.)   March 2011 – Present
- Address student issues and provided vital advice for transition between middle school and high school
- Mentor 3 different young men

East St. Louis/Belleville West High School Speaker (Belleville, IL)   November 2007-November 2009
- Spoke to classroom of prospective seniors about college preparation and the application process

Education

Rice University (Houston, TX)   May 2010
B.S. Electrical and Computer Engineering   GPA: 3.25/4.0

Activities and Leadership Positions

- National Achievement Scholar: National Society of College Scholars (NSCS)
- National Society of Black Engineers: President (2008-2009), Membership Chair (2007-2008), Representative (2006-2007) , Member (2006-Current)
- Black Student Association: Vice President (2008-2009), Annual Cultural Show (Soul Night) Coordinator (2007-2008), College Representative (2006-2007)
- Minority Interest Committee Co-Chair (2009-2010)
- Orientation Week Advisor (2009-2010)
- McMurtry College Ambassador (2009-2010)
- Senior Interviewer (2009-2010)
- Rice IEEE Senior Representative (2009-2010)
- Greater Washington Urban League Young Professionals Member (2010-2012)

Additional Skills

- Spanish – conversational
- Creative Problem Solving trained
- Project Development and Innovation trained
- Marketing proficient
- Oracle Database Administration trained
- Business Process Improvement, Process Analytics, Lean Six Sigma trained
- Public Speaking proficient
- Cross-functional Team Leadership proficient
- Program Management proficient
- Entrepreneurialism proficient
- User Interface Design trained
- Curriculum Innovation expert
- Research and Analysis expert
- 21st Century Skills expert
- Business Intelligence (Webtrends, Google Analytics, Omniture/Digital Marketing (Google Adwords Microsoft AdCenter)/Search Engine Marketing proficient
- Microsoft Office Mastery: Word, Excel, Access, Powerpoint, Visio, etc. expert
- Webtrends and Google Analytics proficient
- Proficient in HTML, JavaScript (jQuery, CoffeeScript), CSS (SCSS), PHP, SQL (MySQL, Access, PostgreSQL, Oracle, PL/SQL), Ruby, Rails, Python, Visual Basic, Verilog, BASIC, VB.NET, SAS, MatLab, C++, XML