Lee Ann Banwart (630) 849-8260 (mobile)

Columbia, South Carolina [Lbanwart2001@yahoo.com](mailto:Lbanwart2001@yahoo.com)

**Objective:** To obtain a Senior level position by which I can apply my leadership and enthusiasm for working in organizations seeking improvement in IT and Business Management to achieve business and technical goals.

Accomplished **Program and Process Improvement Manager** implementing standards and projects within complex organizations to achieve business and technical goals. Direct experience collaborating with executives and business management to define strategy for successful implementation. Real world experience leveraging PMBOK, CMMI-DEV, CMMI-SVC, ITIL, Lean Six Sigma, ISO9001:2008, ISO27001, NIST 800-53, MITA, and MECT to establish quality management process frameworks and address regulatory requirements. Experience with waterfall, RUP, Agile, Scrum, iterative and incremental lifecycles. Recent experience in Federal and State Government, Healthcare, Insurance, Financial, Transportation, and Energy.

Governance and Compliance Risk Management Policies and Procedures

Program and Portfolio Management Change Management Audits and Appraisals

Earned Value Management Process Engineering Metric Goals and Analysis

EDUCATION/CERTIFICATIONS

* BA, Biology and Psychology, Wartburg College, Waverly IA
* PMP Certification (5th edition), 2017
* MS Project Schedule 2013, Completed MS Project Training, studying for exam 9/17
* Lean Six Sigma Green Belt (LSSGB) Certification, 2016
* ITIL V3 2011 Foundation for ITSM Certification, 2016
* Agile Certified Scrum Master (CSM), 2016
* CMMI SCAMPI Lead Appraisal Training v1.3, 2014
* SEI CMMI-DEV v1.3 Introduction, 2014
* CSOX Certificate, SOX Institute, 2007

### PROFESSIONAL EXPERIENCES

State of South Carolina, Columbia, SC, Random Bit LLC Consultant (April 2017 – present)

**Project Manager, HHS Medicaid** – CMMI, PMBOK, MITA, MECT, ITIL

* Senior Advisor assigned to PMO to conduct assessment of Enterprise Process Framework against CMMI and PMBOK and establish strategy for continuous process improvement to comply with MITA.
* Periodic status reviews with PMO Director and Organizational Information Management (OIM) Steering Committee.
* Defined PIID assessment worksheets to include mapping of PMBOK to CMMI KPAs for ML2 and ML3.
* Currently assessing defined processes only against CMMI and PMBOK process areas.
* Tools: PWA, Office 365, SharePoint, MS Apps, BizAgi.

State of South Carolina, Columbia, SC, SystemTec Consultant (November 2016 – April 2017)

**DTO Process and Compliance Manager** – NIST 800-53, IRS Pub.1075, HIPPA, PCI, ITIL, ISO27001

* Apply process improvement efforts within Division of Technology (DTO) for State of South Carolina to comply with federal security requirements NIST 800-53.
* Mandated efforts by Governor to consolidate data and hosting services across state government agencies to address prior breaches and meet federal requirements.
* Obtained Executive Level buy-in and support for building out Business Process Framework to encapsulate operations and maintenance including policies, processes, and System Lifecycle.
* Extrapolate information across Shared Services, ITSM, Network Services, Data Center, PMO, Customer Relations, Print Services, and InfoSec to define policies and procedures.
* Collaborated with team members and management to determine measurements to meet business goals.
* Tools: Office 365 SharePoint, MS Apps, ServiceNow.

Omron Automotive Electronics, St. Charles, IL, Acclive Consultant (April – July 2016)

**CMMI Process Expert** – CMMI, ASPICE, SCRUM, ISO26262

* Audited policies and procedures against CMMI and ASPICE compliance.
* Presented project plan and timeline for achieving CMMI and ASPICE compliance.
* Revamped PMO policies and procedures to close PM gaps and incorporate SCRUM practices.
* Defined risk management procedures and thresholds.
* Tools: CVS, PR Tracker, MS Apps, Lotus Notes.

**Lee Ann Banwart Page 2**

MicroTrain Technologies – Lombard, Illinois (July 2015 – present)

## Received grant money to attend training and certification in PMP, Lean Six Sigma, Agile CSM, ITIL, and MS Project.

HP Enterprise Services – Naperville, Illinois, Remote, HP Employee (April 2013 – June 2015), Concurrent Roles

## Program and Portfolio Manager – EDGE (EDS/GM SDP 2.1), EVM, Presage, Salesforce, Compass (Invoicing), CATW

* Achieved 100% compliance with corporate goals to transition project data to new tools and track financials for a portfolio of 15+ projects in excess of $20M for HP Consumer and Transportation.
* Diligently managed budgets, risks, schedules, resources, and customer relationships to ensure all projects delivered on time and within budget.
* Effectively collaborated with Account Executives, Customers, Financial Analysts, and Sales Reps to foster a cooperative approach for achieving business and technical goals.
* Applied EVM for improvement in financial and sales reporting to improve project costs projections.
* Key member of Account Management Team to define RFP and SOW.
* Implemented efficient training sessions for project managers to achieve 100% compliance.
* Prepared weekly detailed status reports for senior directors and executives.

HP Enterprise Services – Naperville, Illinois, Remote, HP Employee (April 2013 – June 2015)

## IT Quality Assurance Manager – EDGE (EDS/GM SDP 2.1), CMMI-DEV ML3, ISO9001: 2008, NQA-1 Auditor

* Implemented processes and procedures to meet federal nuclear and ISO9001:2008 requirements for Nuclear Energy division of Black & Veatch (client).
* Certified NQA Auditor assigned to client to meet Department of Energy requirements.
* Validated products met contract requirements.
* Successfully audited all project releases and managed corrective actions to closure.
* CMMI Team Lead for SCAMPI A, B, and C appraisals for Black & Veatch projects managed by HP resources.
* Managed compliance requirements to meet client contract, SOW, and SLA.
* Tools: HP PPM, SharePoint, MS Project, Workday, HPE Service Manager, Aldea(CM Tool), MS Visual Studio.

United Guaranty Corporation – Greensboro, North Carolina, ICON Consultant (November – December 2012)

## Business Compliance Analyst – FFIEC, ITIL, SCRUM

* Assigned 240-hour contract to define requirements for transition of FFIEC projects in 2013.
* Established IT Asset Management program from procurement to retirement of hardware and software.
* Defined Intrusion Detection System (IDS) requirements for system monitoring.
* Identified and classified sensitive data as required by FFIEC regulations.
* Tools: Lotus Notes, MS Project Server, Visio.

BP Exploration – Anchorage, Alaska, PPMS Int’l Consultant (July – August 2012)

## Portfolio Manager – Oracle Primavera Portfolio Management (OPPM), PMBOK, SCRUM

* Replaced previous vendor to define and customize OPPM to meet federal regulations for Oil and Gas companies.
* Facilitated team of senior executives to define business, financial, and risks for portfolio management.
* Implemented requirements for estimating financials, ROI, risks, and resources for new opportunities.
* Successfully implemented train-the-trainer program for internal instructors on custom OPPM tool.
* Managed issuance and certification of OPPM licenses for trained business owners.
* Tools: SharePoint, MS Project, MS Project Server, Visio.

Center for Medicare and Medicaid Services (CMS) – Naperville, Illinois, Remote, HP Consultant (June 2010 – May 2012)

## CMMI Program Manager – EDGE (EDS/GM SDP 2.1), CMMI ML3-4, ITIL, CMS Lifecycle Framework, PPQA

* Assigned to One PI Program implementing EDW system for storage of medical data utilized by government entities.
* System designed using Oracle WebLogic Server and Java EE.

## Implemented policies and procedures based on CMMI-DEV and ITIL to attain CMMI ML3 as required by CMS.

## Incorporated CMS Investment Lifecycle policies and procedures along with that of HP.

* Executed quality management plan and procedures for conducting product and process audits.
* Collaborated with SMEs to document technical documentation and manage technical reviews with CMS.
* Coordinated monthly releases with Configuration and Release Managers to CMS.
* Direct contact for managing verification of SOW deliverables submitted and reviewed by CMS.

## Tools: HP PPM, SharePoint, StarTeam, MS Project, Visio, MS Lync 2013.

**Lee Ann Banwart Page 3**

## Primary Family Executor (Personal Time, June 2009 – May 2010)

* Managed sale and finances of family farm, acreage, and relocation of parent.

Digi-Key Corp. – Thief River Falls, Minnesota, Icon Consultant (August 2008–May 2009)

## PCI Program Manager – PCI 2.0, GLBA, CMMI ML3, ITIL, COBIT, SANS, Agile

* Established Governance Structure and engaged entire organization in PMO strategy to comply with PCI.
* Identified and re-engineered business and IT processes to comply with PCI and GLBA requirements.
* Defined system and business requirements, procedures, and audit of PCI internal controls.
* Managed the implementation of projects for PMO based on Agile methodology.
* Implemented RSA envision platform for analyzing events, handling incidents, and compliance reporting.
* Tools: Planview, RequisitePro, Software Modeler, Visual Studio, ArgoUML, RSA enVision, SharePoint.

Continuous Education and Training,Chicago IL (2008) – PMBOK, ITIL v1.3, SOX, CMMI v1.2

**CMM/CMMI Independent Consultant (1999 – 2007)**

Fannie Mae – Washington, D.C. (2006 – 2007)

## SOX Compliance Manager – SOX, CMMI ML3, PMBOK, CMMI-SVC, ITIL, COBIT, HTML, PPQA, MS Project, BMC Remedy

Collaborated with PMO, Enterprise Architecture, Development and Operations to document policies and procedures to comply with IT SOX controls, including process improvement standards (e.g., CMMI, ITIL). Defined controls and audits based on COBIT Framework, including Risk Management Framework. Facilitated customization and automation of BMC Remedy based on the policies and procedures.

State Farm Insurance – Bloomington, Illinois (2004 – 2005)

## TMMi Implementation Manager – CMMI ML3, ITIL, PPQA, PMBOK, MS Project, Requisite Suite of Products

Defined test roles, skill sets, and procedures within the test organization to comply with TMMi. Conducted audits and prepared findings report to provide a baseline for various LOB.

Allstate Insurance – Chicago, Illinois (2003 – 2004)

## CMM Project Manager – SEPG, CMMI ML3, PMBOK, HTML, AGILE, PPQA, MS Project

Led efforts within P&C to attain CMMI ML3. Provided Agile coaching and mentoring.

Capital One – Richmond, Virginia (2002 – 2003)

## CMM Process Quality Manager – SEPG, CMM ML3, CMM-SVC, PMBOK, Lean Six Sigma, HTML, RUP, SQA, MS Project

Led efforts to attain CMM ML2 and 3 within the financial division.

American International Group - New York, New York (2001 – 2002)

## CMM Project Manager – SEPG, CMM ML 3, CMM-SVC, ISO9001, HTML, SQA, PMBOK, MS Project

Led efforts to attain CMM ML2 and 3 within the P&C division.

Telcordia Technologies – Denver, Colorado (1999 – 2001)

## CMM Principal Consultant – SEPG, CMM ML 2 - 5, HTML, SQA, PMBOK, MS Project

Led and managed CMM programs for clients to achieve CMM ML 2 -5. Created web-based process framework that was customized for quick adoption.

US West Communications, Sr. Test Engineer – Denver, Colorado (1997 – 1998)

## Performed automated and manual system and network testing on WFA database system designed for field technicians. Developed weekly reports, test plan, test cases, defect log, and traceability matrix. Unix platform, C++.

AIG, Regional Business Analyst and Training Manager –New York, NY (1994 - 1997)

## Implemented windows and applications across P&C, Worker’s Comp, and Professional Liability. Mainframe, Windows, C++, Oracle, SQL.