Wade Qureshi MBA

US Citizen

Clearance: Secret (Active)

Top Secret (inactive)

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**Technical Project Manager**

**Full Software Development Life Cycle (SDLC)/Application Development |Requirements management| Enterprise Implementation| Data Migration and Maintenance |Testing/IV&V/T&E |Cybersecurity implementation |Operations & Maintenance (O&M).**

* **Experienced project manager/BA leading technical teams and offering 14+ years of success leading all phases of diverse technology projects (SDLC, data queries, data transfer, data warehouse etc..) with both government and private sector. Ad**vance degree in CIS/management. Multi years of industry experience such as finance/accounting, academic/education, health care (Medicare/Medicaid, commercial health care applications), defense (familiar with federal acquisition, DOD life cycle, DODAF, ITIL, OUSD etc..), Law enforcement (FBI/Marshall service), homeland security.
* **Excellent communicator;** leverage technical, business and financial acumen to communicate effectively with client executives and their respective teams (end-users, stake holders).
* **Experienced in agile and waterfall project management methodologies.** Able to manage large project teams and known for high-quality deliverables that meet or exceed timeline and budgetary targets. Experienced in using various tools, such as, MS project schedule, MS Visio, DOORS, Req Pro, Clear Quest, Share Point, JIRA
* **Certification: PMP exam in three months.**
* **Major Clients Served:**

**Government:** US Coast Guard (USCG), Department of Defense (DoD/OUSD), Department of Homeland Security (DHS), US Marshall, Federal Bureau of Investigation (FBI), US Treasury Department, US Mint, Center for Medicaid and Medicare (CMS), Defense Threat Reduction Agency (DTRA), US Army

**Commercial:** Communication (AT&T), Retail (Target), Accounting/Finance (Federal Reserve Bank, Treasury), Educational

**Academic/Education:** American Military University

**Skills Summary**:

|  |  |  |
| --- | --- | --- |
| Project Management | IT Project Lifecycle | Value-Added Leadership (soft skills) |
| Custom Software Development | Requirements Analysis/Management | Cross-Functional Supervision |
| Agile & Scrum | Business Process Improvement | Team Building & Mentoring |
| Monitor, plan, and coordination | SQL Queries/reports | Client Relations & Presentations |
| Costing & Budgeting | Data platforms and risk analysis | Vendor Management |
| Risk Analysis | Business Analysis | Training |
| Project Scheduling | Testing/QA/Rollout/Support | Business & IT Planning |
| System Migrations/Integrations | Test & Evaluation IPTs |  |
| Data Migration | O&M |  |
| Resource management | TMOT |  |
| System Engineering | DOORS |  |
| Custom Software Development | Project Primavera |  |

**Systems/Application Highlights:**

**Worked, contributed, and experienced in the following government wide and private applications/systems:**

**AMU System: American Military University Curriculum system**

**NSC: USCG National Security Cutter upgrades/CASREP**

**FMSII/C4SIR – Financial Management System Improvement Initiative: Used by DHS/US Coast Guard/DNDO/TSA**

**JDIS – Justice Detainee Information Systems: Used by DOJ/US Marshal Service**

**IDW – Investigative Data Warehouse: Used by FBI**

**FMS – Financial Management System: Used by DOD Budget and Finance System**

**OUSD/AT&L -** Acquisition, Technology and Logistics System: Department of Defense (DoD)

# CAHPS - Consumer Assessment of Healthcare Providers & Systems: Used by Center for Medicaid and Medicare

**NSERC:** **US Navy** SharePoint system

**Achievement Highlights:**

* Adept at overseeing all facets of project lifecycle, including initiation and planning; change, risk, and issue management; and guiding QA teams.
* Excellent multitasker; able to efficiently plan and prioritize projects.
* Managed resources, budget, and deliverables
* Managed projects from $1M to $5M with a full success rate.
* Met or exceeded customer expectations by delivering high quality product.
* Utilized effective communication skills in dealing with client and stakeholders
* Documented and mitigated risks by proposing strategies, and plans to mitigate and minimize effect on overall project. Mitigated risk factors through careful analysis of financial and statistical data. Anticipated and managed change effectively in rapidly evolving global business environments.
* Briefed government customer on the regular basis the progress of the project
* Reviewed and analyzed technical documents in order to streamline and follow the established government guidelines.
* Managed requirements analysts’ team. Ensured requirements are clearly defined, documented, and baselined. Effectively communicated requirements through life cycle (development+testing+implementation). Utilized requirements management tools such as DOORS, Caliber to trace requirements.
* Provided timing/scheduling estimates to clients/customer, and proposed corrective actions to mitigate the delivery.
* Defined processes and tools best suited to each project. Moved between agile and waterfall approaches depending on project specifics and client goals, creating detailed project road maps, plans, schedules and work breakdown structures.
* Honored with excellence award in 2011 in recognition of outstanding project results.

**Professional Experience:**

### OPTiMO Information Technology January 2017-present

### US Postal Service (Informed Delivery)

### Manassas, VA

### Sr. Project Manager (SDLC)

### Technical Environment: Oracle, JAVA, Share Point, MS Project Schedule, .Net, SQL Server, MS Office, Rally, ALM

Sr. Project Manager responsible for managing a full SDLC projects (for a customer focused web based portals) for a government agency in DC metro area. Manage and execute monthly builds/releases, to include new development, existing enhancement, or both. Manage a team of software professional (BA, QA, DEV, deployment etc…). Manage resources, schedules, task orders, risk identification and mitigation. By using scrum methodology, monitor tasks, assign responsibilities, and provide milestone achievements to customer. Meet with business to identify and line up the next build, development and implementation. Manage, organize, and prepare slide deck for weekly briefing for the Program office.

### ZantechIT/US Coast Guard (DHS) October 2013 to January 2017

National Security Cutter (NSC) Program

Washington DC

### Technical Environment: Oracle, DOORS, JAVA, Share Point, MS Project Schedule, .Net, SQL Server, MS Office, OMB MAX (DHS SharePoint)

### PM, Test&Evaluation (T&E)

Manage team of testers and analysts on a USCG National Security Cutter (NSC) program and Financial Management Initiative (FMSII). By using scrum methodology, monitor tasks, assign responsibilities, and provide milestone achievements to customer. Maintain Integrated Master Schedule (IMS) to baseline T&E activities. Managed resources and prepared Project Management Plan (PMP). Managed, organized, and prepared slide deck for bi-weekly briefings for the TMOT board. Provide assistance and recommendation in formulating and defining new business process.

Contribute and deliver requirements gathering (functional and non functional), data queries/extraction, data migration, and testing. Translated business requirements into detail system level requirements. Prepared and delivered Test and Evaluation Master Plan (TEMP), RTMs, and FRD/SRS. Participate in NSC’s ship design, upgrades, testing. Activities include, requirements gathering, testing (TEMP, IV&V etc..), onsite ship visit to witness the upgrades (cybersecurity, navigation etc..). Provide and review test reports. Study and analyze deficiencies reported during the testing. Organize briefings, meetings (TMOT, JAD sessions) in order to smooth transition during ship’s upgrades.

**Cybersecurity Planning and Implementation:** Participate, engage, and support Coast Guard’s NSC cybersecurity implementation program. Provide SME support on conducting requirements evaluation, technical study, and testing plan. Actively participate in briefings, conferences, and IPTs to discuss, review, and mitigate technical issues. Review test plans to ensure that all the requirements are met and any deficiencies are resolved.

### The Centech Group (US Marshal Service – JDIS) Jan. 2012 – September 2013

Crystal City, VA

### Technical Environment: SharePoint, Oracle, Clear Quest, JAVA, JIRA, Share Point, MS Project Schedule, JAVA, .Net, Jboss, JDIS, Linux, SQL Server, MS Office, Host of other in-house tools

### Project Manager

Worked as a Project Manager with DOJ-US Marshall service. Managed and provided support to client’s Operations & Maintenance (O&M) and Software Enhancement (SDLC) development teams. Managed, and directly contributed/worked during the software development life cycle phases. Provided complete oversight and responsible for the projects from start to end, using agile methodology. Conducted daily scrum meetings to identify and monitor progress on the daily basis. Closely worked with each phase (team) and deliver the milestones (product) at the end of each phase (for example, requirement document, prototypes, design document etc.). Tracked defects and planned a mitigation strategy to resolve the post implementation issues. Streamlined the defect reporting system and provided a comprehensive briefing to client on the issues trend and remedy. Provided day to day leadership in resolving, mitigating, and real time support to client requests. Organized and prepared schedule, resources, budget, and guidance to staff. Assign, and monitored staff activities via established milestones and goals. Organized, presented and briefed the Project Management Office (PMO) on the monthly release schedules and priorities. Managed and allocated resources according to priority and assigned tasks. Worked across different groups (divisions) to effectively utilize resources and time to deliver product within budget and timeline.

### DHA Group, Inc. (FBI) October 2010 – December 2011

### Crystal City, VA

### Technical Environment: Data Warehousing, Req Pro, Share Point Service 3.0, ASP .Net 3.0, JAVA, MS Project 2010, MS Visio, MS Office 2010

### PM, Business/Requirements Analyst Team

Managed a team of business analysts on a FBI project. Provided progress report to client on regular basis. Monitor resources and budget to meet deliverables. Conducted requirements gathering sessions with stakeholders, end-users, and other focus groups. Translated user requirements into system/functional requirements. Analyzed and wrote technical data specifications. Run SQL queries for the batch data on the daily basis. Generated queries reports for the data comparison and duplications. Compared and cleansed data redundancies from different data sources. Reviewed, and recommended new data sets for DOJs internal applications. Analyzed existing data sets and proposed new data elements for database improvement**.** Provided status reports to client on regular basis. Drew current business process in order to pinpoint areas of improvement**.** Prepared Software Requirements Specification (SRS) Document. Created activity diagrams to capture the current process flow. Met with the development team on regular basis to outline and draw requirements for coding purpose.

### Battelle Corp. (Finance sector) May 2008 – Sept .2010

Stafford, Virginia

Technical Environment: IBM Rational Suite, MS Share Point Service 3.0, SQL Server 2005, MS SQL, ASP .Net 2.0/3.0, Lotus Notes, JAVA, C++, DOORS .Net, MS Project 2003, MS Visio, MS Office 2003, RAD Methodology, SDLC.

#### Technical Project Manager/Business Analyst

Worked as a PM/BA on Battelle’s DoD financial applications. Provided technical leadership through the life cycle of the project. Managed, organized share point documents flow. Met with client to discuss the project progress. Provided status reports to client on regular basis. Reviewed and prepared technical data reports. Prepared MS schedule tasks to capture expected milestones. Managed resources, schedule, and hours. Maintained MS project schedule on regular basis. Created detailed tasks, and identified various milestones. Draw current business process in order to pin point areas of improvement. The web based software development project envisioned improving, and implementing the overall financial IT applications within the department’s logistic support. The application used C++ language and Oracle as a backend database. Worked directly with the end-users and stakeholders in defining requirements. Provided guidance to analysts, developers, and testers.

### Lockheed Martin Corporation (DoD Budget & Finance) May 2006 – April 2008

Alexandria**,** Virginia

Technical Environment: SQL Server, MS SQL, ASP .Net 2.0/3.0, JAVA, .Net, MS Project, MS Visio, MS Office 2003, SDLC

#### Technical Project Manager

Worked as a project manager with DoD’s Budget and Finance Office on a project to upgrade and improve the current budget planning (formulation) and tracking/monitoring (execution) of funds. Initiated a project kick off meeting with project owners, stakeholders and end-users. Created and maintain MS Project plan. Planned and implemented SDLC oriented task with Work Breakdown Structure (WBS). Managed group of analysts, and small development team on COOP project. Led requirements gathering sessions with stakeholders. Met development team on a regular basis to discuss the user requirements. Prepared and provided meeting minutes to client and team. Provided leadership and guidance to team members. Resolved project related issues and made decisions to move forward.

CACI International (Center for Medicaid and Medicare, & OUSD/Technology) June 2002 – May 2006

Arlington, Virginia   
Project Lead/Business Analyst  
Managed two small projects:

1) Center for Medicaid and Medicare (improve patient and disease reference software): The initiative was to improve patient access to government sponsored health related studies and research. This project required to work directly with health care end-users, looking at different applications and provided a better solution to consolidate into one central database.

2) Defense (Acquisition, Finance, Technology, and Logistics - OUSD/AT&L). The projects ranged from new web-based technology initiatives to improve and enhance current defense logistics capabilities.

Prepared Project plan to initiate the project. Created MS project schedule to outline the SDLC phases. Headed the team of requirements analysts, developers and testers in completing each phase of SDLC. Reviewed and submitted the weekly work progress reports to top management. Conducted a periodic review of labor hours and cost associated with each SDLC phase. Assigned, monitored the progress of each SDLC phase. Gathered, analyzed and validated business and user requirements. Arranged and facilitated JAD sessions with clients for requirements elicitation. Wrote business process flow charts for existing applications. Participated, proposed and recommended information life cycle processes. Prepared and delivered Software Requirements Specification (SRS) document. Developed requirements traceability matrix (RTM) for testing purpose. Wrote and improved current requirements/business processes. Created test plan, test scripts and performed live testing. Conducted User Acceptance testing (UAT) with clients.

**Earlier Career**

**DynCorp Systems & Solutions (US Treasury and Finance)** April 1999 - May 2002   
Chantilly, Virginia and Washington DC

# Business System Analyst

Worked as a business analyst with US treasure (Mint) sponsored public sector initiative. This was a web-based online catalog system. Facilitated and Participated in JAD sessions. Developed and tracked requirements into software life cycle methodology. Gathered, reviewed and developed user and system requirements. Prepared a requirements traceability matrix (RTM) for a complete accuracy of requirements. Used DOORS software to manage and track requirements.

**Automated Systems and Programming Inc.** September 1994 - March 1999   
Bethesda, MD and Washington DC

### Database Analyst / Business Analyst

Worked as a business analyst and database developer with department of Labor’s various public related initiatives and tasks (labor statistics, improvement of work conditions etc…). Participated fully in requirements gathering meetings. Performed a detailed requirements analysis for the asset tracking database system. Documented and tracked the requirements. Maintained and upgraded in-house applications (Access).

**Education:**   
  
Masters in Computer Information Systems (MBA), minor in accounting   
SouthEastern University, Washington 1993.

Bachelors in Computer Information Systems   
SouthEastern University, Washington 1991.

**Professional Training:**   
  
Cybersecurity concepts and application, US Coast Guard, 2016

Clear Quest, Department of Justice Training school, Arlington, VA 2012

Batch Process and Data Warehousing, Arlington, VA 2011

Microsoft Share Point Server 3.0, Virginia 2009

IBM Rational Rose Suite, Virginia 2009

IT security analysis, CACI, 2004.

Erwin Data Model, University of Minnesota, October 2002.   
Capability Maturity Model Integration (CMMI), Software Productivity Consortium, February 2002.   
DOORS Software, DynCorp's online training, December 2001   
Microsoft Front Page (2000), GTE Corporation, VA, Summer 2000.   
Microsoft SQL Server 7, Northern Virginia Community College, VA, Fall 1999.   
Oracle Application Development, Northern Virginia Community College, VA, Summer 1998.

**Hardware/Software Experience:**   
  
**Databases**: Data Warehouse, Oracle, Global, SQL, Oracle forms, Oracle reports, Microsoft Access,

Relational database design, SQL, PL/SQL, Visual Basic for applications (VBA), HTML database, and .Net, Erwin.

**Software Tools:** IBM Rational Suite, JIRA (scrum board, Kanban, Fish Eye), Req Pro, MS Share Point Service**,** USMS JDIS, Caliber (requirements tool),DOORS (requirements tool), UML Together, Designer 2006, HTML Database (requirements tool), Crystal Reports, MS Project, MS Visio, MS Front Page MS office, PVCS tracker, On time Web (OTW) tracking software, Lotus Notes, MS Visual Source Café, axosoft ontime tracking system.

**Hardware:** Prime 750, IBM System 36 and 5251 mini computers, IBM-PC microcomputers, Hewlett Packard, Scan-Jet, Hayes Compatible Internal and external modems, DB2, SQL, Oracle servers.

**Operating Systems:** Windows 7, Windows Vista**,** Windows XP, 2000, 95/98, Windows NT, Windows for workgroup.

**Servers Environment:** SQL, DB2, Oracle, .Net

**Community Service:** Provide volunteer transportation assistance to seniors to and from local church

**Other “Interests”:** Great Historian, and avid reader of books.

**References:** Strong references available upon request.