

Summary

Technical Project Manager and Organizational Leader with over 10 years of experience. I thrive in environments where I can use my skills to streamline operations and maintain schedules to maximize customer satisfaction. An Expert in coordinating diverse teams and resources to complete objectives.

Technical Skills

Project Management | Agile Methodology | Scrum Methodology | Technical Writing Information Technology Management | Data Analysis | Wireframing | Python | SQL | HTML | CSS

Experience

Case Manager | Scrum Master State of Tennessee, Nashville, TN 08/2015–03/2019

- Managed a portfolio of investigations to identify and improve abuse and neglect cases
- Facilitated a cross-functional team utilizing the scrum methodology
- Worked as a part of an interdisciplinary team to achieve project milestones
- Coached, mentored, empowered, and developed the skills of new team members

Organizational Development Consultant, Clarksville, TN 10/2013–08/2015

- Coordinated action research projects to diagnose issues within leadership teams
- Oversaw action research team to gather information to improve organizational standards
- Created strategies to improve efficiency, drive revenue growth, and retain talent
- Designed and implemented leadership training programs

Team Leader | Project Manager TGASK, Hopkinsville, KY 10/2006 - 04/2008

- Designed and oversaw a product rework project to eliminate scrap.
- Implemented a rework system that saved the company approximately \$340,200 per year. (\$9.00 per part, 150 parts per day, 252 working days per year).
- Supervised employees in a manufacturing environment.
- Developed written work instructions and visual aids for multiple product lines
- Conducted root cause analysis to identify and solve issues related to customer complaints and defects
- Trained, coached, mentored, and developed the skills of new and senior employees

Construction Project Manager, Hopkinsville, KY 03/2009 - 08/2009

- Oversaw all phases of the building process
- Planned to ensure that the project was completed on time and under budget
- Coordinated and managed the schedule, materials, and budget
- Built a team and oversaw the design and development of the project

Financial Manager, Cadiz, KY 01/2010 - 01/2011

- Oversaw an organizational restructuring project
- Built a financial team to manage proposals and expenditures
- Developed status reports, cost estimates, and resource plans
- Increased the cash flow from - \$13,000.00 to \$50,000.00 in less than six months

Academic Qualifications

Thinkful 09/2020 - 12/2020

Technical Project Management Immersion Program

- Intensive technical project management program with a focus on agile and scrum methodologies, budget creation, scheduling, completion of sprint iterations, project and systems development lifecycles, stakeholder management, requirements gathering, Information Technology (IT) management, and programming languages.
- Collaborated weekly with Senior Technical Project Manager to learn industry best practices.

Kaplan University, Davenport, Iowa 12/2014 - 11/2015

Master of Science in Management organizational leadership development

GPA of 3.43

- Intensive graduate degree program with a focus on management, leadership, action research and consulting, strategic financial analysis, project research, leadership training, and skill development, diagnosing issues within and organization, organizational change, and excellence.
- Collaborated weekly with a team of managers and leaders to learn industry best practices

Kaplan University, Davenport, Iowa 03/2010 - 12/2012

Bachelor of Science in Criminal Justice Administration and Management

GPA of 3.92

- Graduated with honors of Summa Cum Laude