

Technical Project Manager Technical Project Manager Technical Project Manager Charlotte, NC
Work Experience Technical Project Manager Carolinas HealthCare System - Charlotte, NC March
2012 to August 2014 Managed 40-60 projects simultaneously with budgets up to \$50,000.
Project assignments include upgrading technology, installing new technology, setting up technology
for new medical offices and moving or relocating users. Responsible for defining scope, setting up
meetings, hiring necessary vendors and/or employees, working on site, managing project budgets,
ordering necessary equipment and providing support during and after projects. IT Support Analyst
Celgard, LLC - Charlotte, NC July 2011 to March 2012 Responsible for the initial set up and
maintenance of the IT needs for 500+ employees during the company's expansion project.
Created and managed users in Active Directory, created mailboxes on Microsoft Exchange Server
and performed any changes requested by management. Created tickets from help desk phone
calls, emails and word of mouth reports from users. Education Queens University Of Charlotte 2012
Skills Microsoft Office (10+ years), Project Management (3 years), IT Support (Less than 1 year),
Management (3 years)

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