IT SR Cyber Security Project Manager IT SR Cyber Security Project Manager IT SR Cyber Security Project Manager - Nice Actimize Work Experience IT SR Cyber Security Project Manager Nice Actimize - Alpharetta, GA 2018 to Present   Certified Expert Robotics Process Automation Project Manager with Valor Academy, the world leader in Robotics Process Automation (RPA) training   Assisted in building the business case for RPA; Lead and managed the RPA rollout initiative, the highest priority project for the company; Hand-picked the team and trained them; Hand-picked the vendor to train the team; Assisted Sales on use cases for sales packages. Assisted the General Manager of product for sales messaging and marketing   Lead and managed multiple customer facing cyber security software delivery projects from initiation to closure, coming in early every time and under budget   Provided world class customer service and communication plans through the use and execution of a detailed communication plan for clients, shareholders, executives, and project teams   Managed risks, issues, and customer expectations to ensure smooth delivery of projects from scope to closure   Diligently monitored and controlled project scope, schedule, risks and team activities to ensure early delivery with few errors   Was the main Project Manager that account managers asked to run their new projects or take over poorly run projects that were in the red   Trained new Project Managers in company methodology and best practices   Managed multiple projects at one time in a waterfall or agile environment in a strong matrix environment IT SR Project Manager CGI Technologies, Inc - Fairfax, VA 2016 to 2018   Oversaw team members to ensure best practices and standards throughout the product development and software testing lifecycles   Provided tracking of project plan execution, summaries of overall project status (both internal and external)   Reduced defects by 95% by managing the team at a granular level, holding daily standup meetings, and catching problems early   Responsible for all management, executives, and stakeholder reporting and communications   Responsible for weekly client status reports and meetings   Provided leadership in the areas of processes and procedures, with an eye towards always improving efficiency across project initiatives   Provided knowledge and understanding of translating systems requirements into logical and detailed project documentation and assignments   Provided analytical and communication skills allowing support for global delivery model   Worked in

a rapidly changing environment; managing members remotely across several geographic locations in the US and India   Trained junior team members on software, process, and best practices   Responsible for overseeing and managing nationwide portfolio clients with emphasis on high profile and high dollar ERP projects IT SR Project Manager Contractor Oracle Corporation - Atlanta, GA 2015 to 2016   Managed software to cloud deliverables following an established Project Management Process using JIRA and MS Project   Managed $2 million+ budget   Developed and managed detailed project plans for a cloud initiative: tracking over allocations, managing resources, project progress tracking on deliverables /milestones/ timelines, and managed the change control process   Provided weekly reports to shareholders, executives and team   Ensured appropriate operational planning was executed to meet Corporate specifications of the project   Worked with cross functional project teams in the UK, India and the USA in a Weak Matrix Organizational Structure environment IT SR Project Manager Contractor Lendmark Financial Services - Covington, GA 2014 to 2015   Reported directly to the CIO and responsible for overseeing an IT migration project of 96 branches nationwide converting existing networks to a new network in 5 months while, saving the company over $400,000 a month   Managed and worked with a cross-functional nationwide team to oversee a $4 million infrastructure and IT project which opened 34 new branches in 16 states, physically relocated 5 branches, and setup a 7-branch acquisition moving the branches to a new network all in 10 months resulting in an 80% growth for the company   Oversaw a $1 million headquarter network and Office 365 migration of all equipment, telecommunications, user accounts, and applications for 200 users to a new network and to an upgrade of software all within a month's time frame   Created a SharePoint tracking system for use in team communication to allow team members to sign-off on their responsibilities and to assist in easy reporting for management   Responsible for vendor management, invoices, project calls, equipment orders for all IT projects   Managed schedules, resources, change management, and project communication channels using SharePoint, MS Project, Visio, and Excel using Agile Methodology   Created and managed $4million+ budgets for projects in 14 states in a Strong Matrix Organizational Structure with a team of 30   Responsible for guiding the successful implementation of ERP projects ensuring early

delivery and under budge   Ensured customer deliverables are acceptable, and works closely with the customer to understand and manage project expectations   Subject Matter Expert (SME) for new and on-going business development Education M.S. in Information Assurance Cappella University - Minneapolis, MN 2010 Technology Management Clayton State University - Morrow, GA 2009 Links http://www.linkedin.com/in/arwenmullikin

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