

Project Manager Project Manager Project Manager - SERENDIPITY PROPERTIES, LLC Belle Plaine, MN Authorized to work in the US for any employer Work Experience Project Manager SERENDIPITY PROPERTIES, LLC - Belle Plaine, MN 2009 to Present Capitalize on the opportunity to lead forward-thinking property development initiatives, including recruiting top-performing subcontractors to facilitate essential repairs, inspect work completed, and approve final payments. Collaborated with teams to accept bids and use progressive billing for payments. Profitably purchased 29 homes with a business partner during the housing collapse. IT Small Business Coordinator COMPUTERS, INC - Belle Plaine, MN 2007 to Present Strategically steer consultation, design, and installation of small business IT solutions for a diverse clientele, including setting up and maintaining LANs, WANs, VPNs, laser printers, and copiers, as well as driving critical hardware and software resolutions. Set up routers, switches, and access points, as well as wireless campuses. Continually recommended and implemented key IT-based security solutions. Set up both on and offsite backups, and wired comprehensive infrastructures. Help Desk Lead COMPUTERS, INC - Belle Plaine, MN 2015 to 2016 Utilized broad scope of industry knowledge toward directing solutions-focused help desk operations, including training, mentoring, and managing a team of eight in meeting and / or exceeding customers' IT / technical needs. Contributed talent in laser printer and copier repair, desktop set up and repair, and time clock set up. Led weekly informational meetings while promoting seamless lifecycle management. Efficiently assessed inventory needs to proactively order key products and / or materials. Project Manager IT Support AB ENVIRONMENTAL, INC - Belle Plaine, MN 2005 to 2007 Led targeted decision-making across this two-year project management-centric contracted position, including expertly securing an air permit for key thermal desorption to successfully decontaminate soil per project objectives. Served as a designated Project Manager for ongoing commercial excavation jobs. Strategically managed job-site materials procurement, staff workflow, and timelines. QUE COMPUTERS, INC., MANKATO, MN MINNEAPOLIS, MN Owner General Manager Project Manager 1994 to 2005 Spearheaded the start-up and successful operations of this growth-focused, three-site retail chain of computer support services, including driving new business development by directing all facets of

sales, marketing, merchandising, and inventory control. Built productive operations by recruiting, training, mentoring, and managing a customer-focused team of 15 associates. Cost-effectively budgeted and controlled store expenses. Project-managed all facets of store design, development, and start-up efforts. Conceptualized, developed, and implemented a comprehensive employee manual. Concurrently managed on-site operations while directing two additional stores remotely.

Education Associate in Electro-Mechanical Technology HENNEPIN TECHNICAL COLLEGE - Eden Prairie, MN August 1991 to May 1993 Skills Project Management (8 years), Active Directory (8 years), Citrix (8 years), Help Desk Lead (10+ years), Help Desk Manager (10+ years), HPSM (2 years), It Project Management (10+ years), Ivanti (2 years), Landesk (2 years), Microsoft Office (10+ years), Exchange Server (2 years), Microsoft Windows (10+ years), Microsoft Server (10+ years), SCCM (1 year), SCSM (1 year), Windows 10 Migration (2 years), Server Migration (2 years), Service Now (2 years), SolarWinds (1 year), Sales Management (10+ years), Retail Store Management (10+ years), Construction Project Management (10+ years) Assessments Management & Leadership Skills: Impact & Influence Expert July 2019 Measures a candidate's ability to adapt their leadership style to accomplish goals using rational or emotional appeal. Full results: https://share.indeedassessments.com/share_assignment/if6uwqrbnzvlrj-b Critical Thinking Highly Proficient July 2019 Using logic to solve problems. Full results: https://share.indeedassessments.com/share_assignment/xgved-lyvipdrjrg Organizational Skills Highly Proficient July 2019 Arranging and managing information or materials using a set of rules. Full results: https://share.indeedassessments.com/share_assignment/4iz2jq-fdhsdfcow Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

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