

IT Project Manager IT Project Manager Wilmington, DE Work Experience IT Project Manager JPMorgan Chase January 2018 to Present Oversaw project planning efforts for the firm s network data storage infrastructure revitalization program Co-manage international team of project coordinators Managed system for tracking status of all infrastructure involved in the project Managed relationships across multiple technical teams to ensure seamless planning Tracked program progress for reporting to upper management Collaborated with developers to create tools and to automate many processes and reports IT Project Coordinator JPMorgan Chase March 2016 to December 2017 Coordinated and oversaw events involving the relocation of equipment in data centers in order to create critically required space for new firm wide capacity demands Used internal systems such as ITSM, TAMS, SEAL, and PRIME to manage and document project efforts Collaborated across technical and business teams to ensure successful project execution Coordinated with data center site teams to ensure all details were planned for both the exit and destination locations Coordinated with project managers across multiple lines of business to streamline project planning initiatives Oversaw the relocation events to ensure successful implementation with minimal impact downstream Associate BAYADA Home Health Care April 2014 to March 2016 Administrative Coordinator BAYADA Home Health Care June 2013 to April 2014 Education Master's in Business Administration Wilmington University - Wilmington, DE January 2015 to Present Bachelor's in Economics University of Delaware - Newark, DE Skills Microsoft Office Suite, Project Coordination (4 years), Project Management (2 years), Human Resources (3 years)

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