

Project Manager Project Manager Project Manager - Northrop Grumman Corporation Richmond, VA
Authorized to work in the US for any employer Work Experience Project Manager Northrop
Grumman Corporation - Richmond, VA June 2017 to Present Security Clearance - Department of
Defense Interim Secret Security Clearance Lead Project Manager on VITA Program Closeout -
manage the closeout activities across all departments for the 13 year, 2.4 billion dollar VITA
program with 500+ employees Lead multiple projects of varying size and scope simultaneously
Frequently present project updates, issues and resolutions to Senior Management Manage
relationships with all clients to ensure project results meet or exceed expectations Assess project
issues and develop resolutions to meet productivity, quality and client- satisfaction goals and
objectives in a timely manner Successfully manage and control budgets Configuration Analyst
Northrop Grumman Corporation - Washington, DC June 2016 to June 2017 Assisted with the
management of different engineering assets and baselines through the full lifecycle of the
engineering process Worked closely with SharePoint and HR Connect applications to provide
exceptional support to the customer on site Analyzed different techniques to troubleshoot various
difficulties within HR Connect and SharePoint IT Intern Northrop Grumman Corporation -
Richmond, VA May 2015 to August 2015 Worked on a team to reevaluate and enhance the
existing Networking schedule Managed and organized team meetings for all intern projects
Analyzed various business processes for re-engineering opportunities Shadowed experienced
staff members performing project work, break fix troubleshooting and customer interaction Skills
Summary Microsoft Project, Word, Excel, PowerPoint, Outlook, Access, SharePoint, Visual Basic,
SQL, Applications: VMWare Service Manager, Photoshop Virtual Machines: Oracle VirtualBox
(OpenSUSE), Microsoft Virtual PC (PCLinuxOS), Microsoft Server 2008, Portable Applications,
Bootable USB (Debian) Filtering & Packet Analysis, TCP/IP-OSI Firewalls, Bandwidth Speed Test,
Visual Trace Route, Networking: WHOIS Lookup, Web Hosting Statistics, Online Virus Scan, Email
Trace Honors Magna Cum Laude - Graduation Honors, 2016 Education Bachelor of Science in
Business Administration Cormier Honors College at Longwood University - Farmville, VA May 2016
Skills Project Management

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