Staff IT Project Manager/Scrum Master Staff IT Project Manager/Scrum Master Staff IT Project Manager/Scrum Master - E*TRADE FINANCIAL Menlo Park, CA Work Experience Staff IT Project Manager/Scrum Master E*TRADE Financial - Menlo Park, CA February 2018 to Present   Manage the Development Tools portfolio   Support development teams to be efficient in Agile Scrum and Kanban methodologies   Communicate on a regular basis with stakeholders (ex. risk, legal, compliance, security, data management) to ensure all parties are in agreement about next steps   Lead all agile ceremonies: stand ups, sprint planning, sprint review, demos, backlog refinement, and retrospectives   Serve as the liaison between product and technology to ensure that all requirements are met   Utilize JIRA and Confluence extensively for issue tracking and reporting on different metrics   Work with remote development teams across all different E*TRADE offices   Create and maintain relationships within the technology organization to ensure successful project delivery   Remove team impediments to allow the team to deliver the sprint goals and deliverables   Partner with Product Owners, coordinating product backlog grooming and story point estimation   Lead bi-weekly status meetings for upper management   Liaise between the software development teams and change management on a regular basis to ensure that all releases are executed smoothly   Serve as the co-lead for the Women in Tech and Young Professionals employee resource groups Associate IT Project Manager/Scrum Master E*TRADE Financial July 2017 to February 2018 Web Services Intern STANFORD UNIVERSITY - Palo Alto, CA June 2016 to August 2016   Built out site hierarchies for a multitude of Stanford websites using Drupal   Implemented and created content for various sites   Assisted clients during "office hours" to troubleshoot problems or address questions they may have had   Worked with an internal project team to create a new user guide   Tested for discrepancies between old and new versions of various sites after Drupal updates occurred Education Bachelor of Science in Information Technology & Marketing in Information Technology & Marketing MARQUETTE UNIVERSITY, COLLEGE OF BUSINESS ADMINISTRATION - Milwaukee, WI August 2013 to May 2017 Skills Jira, CSM, Scrum Master, Scrum, Kanban Certifications/Licenses Certified ScrumMaster (CSM)

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