

Network Project Manager Network Project Manager Network Project Manager To obtain a position in Project Management utilizing management, design and technical skills. Work Experience Network Project Manager Epitec - Southfield, MI March 2017 to July 2019 Network Project Manager CareTech Solutions - Troy, MI February 2015 to February 2017 February 2015 - February 2017 Network Project Manager/Electrical Engineering Bayview Electric Company, LLC - Detroit, MI February 2013 to February 2015 Detroit, Michigan Assignment at Detroit Medical Center, ISD Network Group, Detroit, Michigan Network Project Manager/Electrical Engineering February 2013 - February 2015 Coordinated and tracked project budgets for the Detroit Market, and participated in the invoice reconciliation process as needed. Supervised the inventory staff responsible for tracking, moving, and asset tagging of equipment and software. Communicated with Facilities to obtain the most current building CAD and pdf files, additional storage space, and to inform them of upcoming site visits, surveys and low voltage installations. Communicated with Security to inform them of upcoming site visits, surveys and low voltage installations, and for assistance with access to various rooms/areas. Participated in the Infection Control Risk Assessment (ICRA) and Pre-Construction Risk Assessment (PCRA) processes for approval at each site prior to low voltage installations. Managed new construction and renovation projects that consisted of Wireless, VOIP, Cisco Security, Routing and Switching. Attended weekly and biweekly construction meetings with project teams Typed and distributed meeting minutes Followed up on network and construction issues Ensured that project deadlines were met Created and reviewed Network Cabling Plans with Network Engineers Distributed Network Cabling Plans to low voltage contractors to quote and use for cable installation. Correlated, coordinated, and modified CAD data as needed. Visited sites to check on project progress and take pictures Approved contractor invoices as work was completed Created and submitted Scope Changes for additional funding Albert Kahn Associates, Inc - Detroit, MI March 1991 to January 2013 Project Manager/Network Designer Chrysler Corporation, Information Technology Management LAN Group - Center Line, MI August 1997 to June 2008 Project Manager Projects included complete design for new assembly plant, Network Upgrades, Network Migrations, Moves, Adds and Changes (MACs) Determined source of funds

and amount available to ensure that project stayed within budget Wrote detailed Scope of Work (RFQ) for bidders to use when estimating price for project Evaluated bidder proposals for technical and financial compliance, and recommended vendor selection Determined work claimed by plant UAW and contractor so that funds could be distributed properly Determined Timeline and Critical Path to meet scheduled deadlines Ordered LAN electronics to be installed during installation Conducted weekly or bi-weekly status meetings with Plant ITI, UAW and contractor to ensure that deadlines would be met Created, maintained and distributed minutes for tracking issues as they occurred Tracked funding and approved invoices as work was completed Plant LAN Infrastructure Designer Gathered network requirements from local Plant ITI staff and platform teams Evaluated existing network design and revised as required Enhanced cross-connect documentation (Network Spreadsheets) for simplifying network installation and troubleshooting prior to cutovers Submitted Change Controls (device name, IP addresses, Subnet Mask, Ports, etc.) for technicians to use during cutovers Used punch list to conduct walkthroughs with Plant ITI, UAW and contractor to inspect and sign-off on installation CAD Coordinator Co-authored CAD standards for Chrysler's Information Technology Management LAN Group for contractors Verified & validated contractor's as-built drawings per CAD standards compliance Electrical Engineer/ IT Specialist 1991 to 1997 and 2008 - 2013 Designed and prepared construction documents for Commercial, Industrial, Governmental, Data Centers, and Institutional facilities including computer rooms and parking structures to meet requirements from clients Design included Low Voltage Power, Lighting and Special Systems (IT, Wireless, Fire Alarm, Audio Visual and Security Systems) components as required per standards. Determined locations for light fixtures, receptacles, receptacle panels, voice & data outlets, access points, fire alarm devices, clocks & paging devices, CATVs, door controls and other security devices. Utilized both 2D and 3D designs depicting IT/electrical equipment & devices to be installed in facility, and riser diagrams using AutoCAD, MicroStation and Visio. Was in process of learning Revit MEP. Designed Electrical Rooms (ER) and Telecommunications Rooms (TR) including rack locations and clearances, rack elevations, telecommunications grounding, power requirements, backboard design, conduit sleeves, backbone

& horizontal cabling and service entrance facilities. Technical knowledge includes 10BaseT, 100Base T, Gigabit Ethernet, Switched Ethernet Networking solutions using Cat5, Cat5e & Cat6, and Fiber Optics design using both single & multi-mode fiber Designed routing paths for conduit and cable tray Coordinated IT design with other disciplines which included architectural, mechanical structural, civil and electrical to prevent or resolve conflicts. Responded to contractor questions and shop drawings. Used drawings created for walk thrus to verify that all equipment and cables were installed and labeled properly, cables were neatly bundled with velco, conduits/sleeves were firestopped, and reviewed test results for copper & fiber. Cooperative Education Student 1986 to 1989 1986 - 1989 General Motors Corporation, various locations, Michigan Wrote programs using GA-BASIC for PLC-3s to track information on assembly line Assisted engineers by tracking and recording status of automobile door parts, maintaining drawing files and Change Authorizations Orientation spent in Electrical, Supplies, Purchasing, Welding, and Duct Work to get an understanding of each department and its function Maintained test records for several vehicles at the Wind Tunnel/GM Technical Center and Milford Proving Grounds so that issues could be evaluated and improvements could be made. Education Master of Business Administration in Business Administration Lawrence Technological University - Southfield, MI Bachelor of Science in Electrical Engineering in Electrical Engineering Tuskegee University - Tuskegee, AL Additional Information Experienced in Project Management, Budget Tracking, Network Design, and Electrical Design Written RFPs and assisted with project specifications using SpecLink+ Conducted site surveys and created punch lists upon completion of installation Proficient in Microsoft Office Suite, Microsoft Project & Outlook Proficient in AutoCAD MEP, MicroStation V8i, Lotus Notes, SharePoint and Visio Strong organizational and time management skills

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