David D. Schaefer

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EXPERIENCE:

10/07-6/12 – 3M Company - Global Project Lead

IT Collaboration, Mobility, and Lotus Domino Liaison for APAC & LA

* Represented the 3M Asia Pacific and Latin America subsidiaries (35K employees across 36 countries) on global teams responsible for strategic technology decisions and deployment of business collaboration platforms within the region. This includes managing the global Lotus Domino consolidation to the US Data Center for all local servers physically located at the subsidiaries in APLAC.
* **Domino:** Worked with 36 countries to develop and implement the project plan to harvest 35K mail clients and over 20K Domino Applications without significant business interruption to internal and external clients. This consisted of approximately 200 servers.
* **Mobility:** Partnered with global technology teams to implement Good for Enterprise to all mobile clients within the APLAC region. Evaluated and provided guidance to subsidiaries within the region regarding strategic hardware and application decisions. Platforms included all current iOS devices, Blackberry, and numerous Android platforms.
* **Collaboration:** Evaluated the various internal collaboration offerings on behalf of APLAC Management and recommend the best solutions for each subsidiary. Criteria evaluated include business needs, infrastructure capacity, ROI, and budget. Tools within the portfolio available include Lotus Connections, SharePoint, Global Crossing (Level 3), Skype, Cisco webex, and various secure dropbox solutions.

Global IT Asset Management & Software Licensing (SME)

* + Administered, interpreted, and enforced global software license contracts and asset management strategies for over 75,000 physical and virtual workstations/servers across 80 countries
* Global contracts managed include the Microsoft Enterprise Agreement and associated True-Up activities, Symantec and McAfee Security Contracts, Adobe CLP, and many other regional applications.
  + Developed and managed the .net web pages which automated and published dashboard and detailed reports relating to internal global software purchasing, metering, and deployment trends.

**Technologies:** Self trained in Microsoft Expression Web 2.0, SQL queries and scripting

* + Lead global teams which analyzed, documented, and executed workflow improvements relating to the procurement, deployment, harvest, and reallocation of software assets
* 2009 FY analysis and improvements directly resulted in $1.48MM in immediate savings and projected annual savings exceeding $60K
* 2008 FY process enhancements directly resulted in one time savings of $1.7MM
  + Served as the Technical SME for internal and external global software audits partnering with Sourcing, Internal Auditing, and Legal teams where appropriate.
* Identified and wrote queries against relational databases in order to extract and analyze the data from SMS/SCCM, LANDesk, and procurement sources of record. Validated this inventory information in accordance with in place contractual commitments and EULAs. Contest auditor and sourcing interpretations where appropriate.
* Analysis and rebuttals regarding assigned external audits resulted in the avoidance of 90% of potential fines and penalties associated with audits to which I was assigned
* Lead the 2009 FY US IT internal fixed asset audit which resulted in the disposal of $12.3MM in previously unidentified waste assets and liabilities.
  + Lead or participated on multiple Six Sigma and other project teams as the SME for software licensing
* Project lead for the Black Belt project to select the new global ITAM solution to manage the 3M global end to end software asset lifecycle.
* SME on two 2 Green Belt and 1 Black Belt project
* Participated on 14 Six Sigma (Green and Black Belt) projects in the last 5 years

12/03-10/07 – RCM Technologies - Business Analyst / Project Coordinator (Consultant, 3M Company)

* US Regional Advocate – Microsoft True-Up Licensing
* Wrote SQL/MS Access queries and published reports to accurately report monthly licensing trends
* Identify opportunities to reduce the overall workstation counts by more efficiently leveraging the available inventory of hardware and software assets
* Data Analyst on the 2006 Black Belt Project which resulted in cost avoidance of $1.8MM
* Project Coordinator – US Internal PC Procurement/Refresh
* Monitored the day to day activity of four analysts responsible for replacing 10K computers in the US annually. This team also facilitates the approval and ordering process for 80% of new US requests
* Enhancements resulted in the reduction of required Approved Requestors from 154 to 12, and approval/request systems from 9 to 1. These improved processes translated to a reduction of 2.3 FTEs.
* Redesigned, automated, and implemented the US surplus computer asset management process
* Increased monthly asset redeployment by 82% resulting in an annual cost avoidance of $1.2MM
* Automated and facilitated recovery of IT assets assigned to inactive employees by partnering with internal development and support staff to create the scripts to support the new process.
* Lead the team to redesign and consolidate the US divisional file share structure
* Extensive requirements gathering and planning with: IT Security, General Council, Record Retention, Divisional Business Leadership, IT Infrastructure Support

10/02-12/03 Thomson Reuters (West Group) – Inspector/QC - Bindery

* Recognized in the internal “Manufacturing Communicator” for automating processes on the manufacturing floor
* Member of the Bindery Quality Assurance team

2/02–9/02 Volt Services Group – Account Manager

* Understand every client cost associated with recruiting, screening, and employing all levels of staff in order to effectively sell staffing and recruiting strategies to new and existing accounts within my assigned territory.

12/97–10/01 RCM Technologies – Consultant Manager/IT Consultant

*Santa clara county (CA) - Project Manager*

* Lead the implementation of Blue Ocean’s Track-It call tracking and asset management software. This project was completed ahead of schedule, under budget, with 100% client satisfaction
* I was personally able to modify the database and report output through Crystal Reports to accommodate the manual entry of their fixed assets. This was not within the scope of the original project plan and was completed on time with regards to the original timeline

*3M –* *IT Infrastructure Management Consultant*

**Project: Team Lead, West Metro and Lab/R&D**

* Supervised desk-side PC support teams on the main campus including office, lab, and pilot manufacturing environments. 23 distributed analysts on the West Metro team and 20 Analysts on the Lab team. Both teams each supported in excess of 3000 workstations while also executing project oriented assignments
* Refined processes which improved client/analyst support ratios by 66% in the West Metro and 73% on the Lab team
* Both teams consistently achieved monthly client approval ratings exceeding 90%

**Project: Y2K Project Manager**

* Year 2000 Project Manager responsible for building the team which evaluated over 6K items at various plant and R&D locations across the US. This resulted in zero service interruptions in all lab and manufacturing facilities.

**EDUCATION:**

ST. CLOUD STATE UNIVERSITY

**Bachelor of Arts Degree (Cum Laude) Major:** Speech Communication **Minor:** Microcomputer Studies