

Professional Summary

Results-driven IT leader with 15+ years of experience in program management, requirements analysis, and government IT projects. Proven track record of delivering high-impact initiatives on time, within budget, and with exceptional quality. Skilled in navigating complex stakeholder landscapes and fostering collaborative environments.

Professional Experience

Senior Director, IT Program Management (IT09)

Inazuma.co | January 2020 - Present

IT Program Manager (IT07)

NovaTech Inc. | June 2015 - December 2019

Key Achievements:

- Successfully managed a \$10M IT project for a federal agency, resulting in a 25% reduction in project timeline and a 15% decrease in costs.
- Developed and implemented a project management framework, leading to a 30% increase in team efficiency.

Responsibilities:

- Managed project lifecycles from initiation to closure
- Coordinated with cross-functional teams to ensure project deliverables
- Conducted requirements analysis and developed project charters

Senior IT Analyst (IT05)

Pinnacle Solutions | March 2010 - May 2015

Key Achievements:

- Analyzed business requirements for a state government agency, resulting in the development of a tailored IT solution that improved operational efficiency by 20%.
- Collaborated with the development team to design and implement a cloud-based platform, reducing infrastructure costs by 40%.

Responsibilities:

- Conducted requirements gathering and analysis
- Developed technical specifications for IT projects
- Provided support for project implementation and testing

IT Analyst (IT03)

Apex IT Services | August 2008 - February 2010

Key Achievements:

- Assisted in the development of a project management methodology, adopted by the company as a best practice.
- Provided technical support for a large-scale IT project, ensuring timely resolution of issues and contributing to a 95% customer satisfaction rate.

Responsibilities:

- Supported project managers in coordinating project activities
- Assisted in requirements analysis and documentation
- Participated in testing and quality assurance activities

Education

Master of Science in Information Technology

Stanford University | June 2008

Relevant Coursework:

- IT Project Management
- Software Engineering
- Data Structures and Algorithms

Technical Skills

Project Management:

- Agile Methodologies
- Waterfall Approach
- Project Management Professional (PMP) Certification

Requirements Analysis:

- Business Process Re-engineering
- Use Case Development
- Requirements Elicitation Techniques

Government IT:

- Federal Acquisition Regulation (FAR)
- ITIL Foundation Certification
- Cloud Computing for Government Agencies

Tools and Technologies:

- Microsoft Project
- Jira
- AWS Cloud Platform