

Brooks Wildasin, CSM

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Summary

Highly skilled in analytical problem solving and business process solutions including strategic/change management activities. Previous positions include management of business analysts with various experience levels through the completion of multiple major and minor software releases. Additionally, past positions assisted in achieving expertise in the development and implementation of configuration management and general process standardization to drive multiple levels of CMMI certification.

Currently, I am seeking a position that utilizes the core competencies outlined below while advancing my career with the goal of project management, change management specialization or business architecture. Moving forward, an optimal position will capitalize on my process optimization and strategic management capabilities.

Experience

CGI Federal, Fairfax, VA

Consultant, Health and Compliance-Health Information Oversight System (HIOS)

February 2012--Present

- Functional Lead managing full system development in support of the Affordable Care Act (ACA).
- Performed project scheduling to manage resources and meet an aggressive launch dates.
- Developed client relationships to gather requirements and solidify design while communicating client goals and expectations to engineering team.
- Performed legislative and policy analysis to effectively implement regulatory software for Health and Human Services.
- Supported change management as the project shifted from a waterfall development methodology to scrum.
- Standardized the project wide processes for Change Requests, requirements, and defect tracking in support of an organizational redesign that merged multiple projects.
- Led module team in implementing a new requirements and testing tool to enhance traceability and cross team effectiveness.
- Worked with a team of project representatives to successfully integrate new and existing healthcare data collection/management systems that streamlined data availability across projects.
- Overhauled the Lessons Learned/Process Improvement process at the business unit level in support of successfully obtaining CMMI Level 5 certification.

CGI Federal, Fairfax, VA

Consultant, Health and Compliance- Case Review Management Information System (CRMIS)

April 2011—Present

- Siebel (COTS product) Functional Team Lead for two minor and one major release, including all SDLC activities.
- Managed functional and technical analysts through Requirements gathering, Design, and implementation phases of the SDLC.
- Managed functional task scheduling in congruence with development efforts to include resource allocation and management.

- Managed the preparation, delivery, and presentation of all client deliverables while developing and sustaining client relationships during CMS reorganization.
- Led team of functional analysts through full SDLC, while educating recent hires and increasing their exposure to the client.
- Enhanced systematic communication between Functional and Technical teams through defined workflows/processes and adequate use of HP Quality Center software.
- Designed, implemented, and managed Lessons Learned process in support of CMMI efforts.
- Implemented Configuration Management (CM) process across the project to ensure compliance with CMMI Level 3 certification.
- Trained CM manager on processes and procedures necessary for daily and release specific CM activities.

CGI Federal, Fairfax, VA

Consultant, Health and Compliance-Medicare Appeals System (MAS)

March 2010—April 2011

- Completed functional tasks within the SDLC for three major and one minor release.
- Siebel Subject Matter Expert (SME) for Medicare Part C and Part D Appeals processing.
- COGNOS functional SME for processing within the system (Part A/B, C, D, Administrative Law Judge) focusing on client requirements and overall report design/implementation.
- Redesigned CMS reports to provide increased value to the client by recognizing underlying data relationships that drove cost analysis in support of a new incentive program.
- ETL Functional SME for level 2 and 3 appeals processing within the system (Part A/B, C, D, Administrative Law Judge)
- Analyzed change requests for system updates regarding Part C and D Appeals processing as well as all reporting based requirements updates and requests.
- Gathered and analyzed requirements, tested, and maintained regional based reports for level 2 and 3 Medicare Appeals.
- Maintained and tested functionality of ETL process for proper transfer of information from Oracle Database to Data Warehouse.
- Performed daily configuration management tasks as well as release specific software and document packaging for client delivery.

CGI Federal, Fairfax, VA

Business Analyst, Public Sector Health-Food and Drug Administration (FDA)

February 2010—March 2010

- Assisted in the development of a Searchable Database Application (SDA) through testing and functionality design.
- Produced a User Guide to efficiently transfer control of the SDA to the client.
- Produced an Applications Webmaster's Guide that catalogued all applications developed for FDA from 2009 to present.

CGI Federal, Fairfax, VA

Business Analyst, Public Sector Health-Medicare Advantage and Part D (MAPD)

July 2009—March 2010

- Performed system analysis and documentation for issues discovered within the CMS Mainframe database.
- Analyzed and solved accounting system issues arising from SSA, CMS, and PWS transactions concerning MA-PD under Health and Human Services.
- Assisted in process/procedure development and optimization.

Corporate Purchasing Services Incorporated; Alexandria, VA*Business Analyst***May 2007 – August 2007**

- Performed industry based market research to determine efficient consulting solutions
- Performed cost-benefit analysis to determine industry leaders
- Developed a reference database with companies, through interviews and research, for the purpose of further business development
- Worked with little instruction to develop the base of information and structure to upstart the company.

Wireless Facilities Incorporated (WFI)/Kratos Defense Solutions; Alexandria, VA*Business Analyst***May 2006–August 2008**

- Prepared and submitted Accounts Payable information.
- Researched, wrote, and distributed preliminary business development proposals.
- Organized and systematically documented pertinent tax information.
- Configuration management, specifically the management of Hub site and remote site information for the Defense Logistics Agency in accordance with a contract held by WFI.
- Assisted in data entry and maintenance of the Defense Logistics Agency shared drive.

Skills and Certifications

- Certified Scrum Master
- Lean Six Sigma Green Belt Certified
- MySQL
- Proficient in Microsoft Office Suite

Education

College of William and Mary, Mason School of Business, Williamsburg, VA

Bachelor of Business Administration May 2009.

Major: Process Management and Consulting, Concentration: Accounting

International Business Practicum

- **Corvinus University**, Budapest, Hungary
- Strategic management education with emphasis on entrepreneurship.