**DOUGLAS KAHN**

Merrick, NY 11566, 516.707.3727, douglaskahn@gmail.com, linkedin.com/in/dougkahn

Dear Hiring Team,

I am writing with great enthusiasm to express my interest in the Executive Director, AI in Operations Strategy and Transformation Office – AI Portfolio Management & Executive Reporting Manager position at JPMorgan Chase. My extensive experience as a seasoned leader, specializing in shaping and driving enterprise-wide technology transformation programs with a recent focus on strategic AI adoption and portfolio management, aligns directly with the critical needs and vision for this role.

Throughout my tenure as Vice President at BlackRock, I directed the strategic portfolio and end-to-end program lifecycles for the global Digital Employee Experience (DEX). This was a major transformation initiative where I championed the firm-wide strategy, governance, and adoption program for Generative AI (Microsoft Copilot). This involved strategically managing the initiative from conception through scaled adoption, which included defining the initial use cases, establishing robust processes for data protection and system integration, leading comprehensive change management, and ensuring ongoing monitoring and optimization to deliver AI-driven employee efficiency and productivity.

I am adept at developing overarching program visions and multi-year roadmaps, securing alignment with organizational goals and executive leadership priorities, and translating complex technical capabilities into impactful operational solutions. A key component of my leadership has always been to establish robust metrics and reporting frameworks (KPIs/OKRs) to track program performance and effectively communicate strategy, progress, and outcomes to senior leadership, influencing key investment and prioritization decisions.

The opportunity to contribute to JPMC's AI in Operations program, specifically by owning the AI use case portfolio management process and driving strategic direction for AI capabilities within such a pivotal Transformation Office, is immensely appealing. My ability to navigate ambiguity, foster collaboration across diverse, large-scale organizations, and lead high-performing teams to deliver measurable business value in regulated environments makes me confident in my ability to excel in this executive-level role.

Thank you for your time and consideration. I am eager to discuss how my strategic leadership in AI adoption and transformation program management can contribute to the success of JPMorgan Chase.

Sincerely,  
Douglas Kahn