

Gary Kozlowski

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Background Description

Motivated, passionate, and highly driven Information Systems Professional with in depth experience working in a wide variety of technical environments. Comprehensive knowledge of installing, configuring, managing, and troubleshooting entire IT infrastructures at small to medium scale. Exceptionally good at management and Marketing of projects using process optimization by organizing, planning, and executing goals. Takes pride in being a team player with excellent communication, delivering results with accuracy and reliability in timely manner.

Project Management

Custom Software Development
System Migrations & Installations
Network Security & Controls
Database Development (RDBMS)
Marketing & Operation Pipelines

Project Lifecycle

Systems Analysis and Design
Project Scheduling Timelines
Costing and Budgeting Analysis
Testing and Rollout Support
Software Documentation & Tutorials

Project Leadership

Quality Assurance
Stakeholder Insight
Team Building & Mentoring
Agile Project Management
IT Planning & Strategy

Background Education

Eastern Connecticut State University | Department of Accounting & Business Information Systems | Graduate Date: May 2021

Major: Business Information System (BIS) | Minor: Business Management | GPA: 3.25

Certifications: [View All](#)

AWS Introduction Course

AWS Database Migration Service (DMS) Course

Mendix Rapid Developer

Excel Data-Analysis

Salesforce for Marketers

| ACLOUDGURU

| ACLOUDGURU

| MENDIX

| NASBA

| NASBA

| Credential ID: 488D24E66C3C

| Credential ID: 08353D4BE2DA

| Credential ID: 23967

| Credential ID: AT_8rYuZPn857QO6u3CkA6PXJis

| Credential ID: AeKIURgRNUZ-6cittpiFZKasWEho

Background Experience

Software Project Manager (Full-Time) Civic Elevator | NYC, New York | Mar 2022 – Aug 2022

- Gathered requirements to introduce RBAC security feature for administrative automation control across client systems.
- Designed, developed, and tested RBAC security feature gaining visibility & oversight into systems permissions.
- Worked with Senior Developer and President prioritizing goals for quality-management and value filled software installations.
- Managed onsite project tasks and goals during SaaS installations and data-migrations with Senior Developer and Data Team.
- Supported team and stakeholders through standup calls managing projects, feature updates, and mobile application goals.
- Created a relational architecture model of hardware, software, tied to user accounts and licenses helping manage pr
- Developed standardized documentation of SaaS features, SaaS tutorials and mobile application workflow between API gateways.
- Acted as IT specialist for consulting on hardware, and SaaS solutions, documenting client facing issues for new product features.
- Helped Senior Developer manage weekly backlog and relating projects.

Marketing Technology Specialist (Full-Time) Day Pitney LLP | Hartford, CT | May 2021 – Dec 2021

- Acted as a database administrator for CRM ensuring data integrity and validity principles.
- Monitored CRM system changes merging data, maintaining management tickets and more.
- Generated email marketing lists through running CRM queries using SQL when needed.
- Conducted email campaign setup, targeting, data monitoring, scheduling, testing and deployment.
- Managed CMS and SEO operations of website adhering to firm standards for content postings.
- Analyzed SEO data from webpages and blogs-posts using SiteImprove and Google-Analytics.
- Gathered specific requirements from stakeholders for designing reusable campaign report system.
- Developed campaign report deliverables with marketing team professionals and stakeholders.

Project Lead Developer (Internship) AITP CompTIA | Windham CT | Jan 2021 – May 2021

- Designed product management plan and strategy developing, prototyping, and publishing Healthcare Web-Application
- Received consistent feedback from product tests and users to make data driven feature optimizations.
- Developed website using HTML, CSS, and JavaScript creating key usability features in UI.
- Met stakeholder goals by creating web-based tool helping the elderly register for Vaccination on VAMS using Web-Application.
- Analyzed impact and effectiveness of current UI and UX site architecture structure.
- Designed documentation to give stakeholders insight to website user-behavior, content, and call to action.
- Developed recommendations UX strategies for improving engagement focused website user-behavior and user-flow.

Digital Marketing Associate (Internship) Covenant Living | Cromwell, CT | Sep 2020 – Apr 2020

- Supported full enterprise CMS migration, making updates to over (15+) enterprise websites.
- Responsible for daily reporting of site-page failures for proper Search Engine Optimization on enterprise websites.
- Utilized digital marketing tools such as InfoUSA, WordPress, SEMrush, Google Analytics, and several others.
- Designed, developed, and published clear, engaging content for Email Marketing Campaigns including landing pages.
- Improved marketing campaign rates by running reports using specific KPI metrics to lower bounce-back rates.

ECommerce Operations Associate (Internship) Timex Group | Middlebury, CT | May 2019 – Sep 2020

- Responsible for managing email-marketing blasts data developing weekly SEO reports.
- Improved ROI of Content Management System utilizing the Oracle-Bronto's web-analytics.
- Met with Timex U.S and Timex International weekly managing plans, strategy, product lifecycle and project-based timelines.
- Discovered web-based data that suggested implementation of Instant Pay would lower bounce-back rates.
- Implemented base-level UX redesign adhering to alt-text standards across all webpages.
- Made weekly updates to timex.com sites using WordPress and Salesforce Commerce Cloud.
- Supported Ecommerce team though weekly standup calls, for backlog and project management.
- Met with product Design Team and Ecommerce Manager managing prototype product roadmap.