Ilio Paul Jimenez, MSc., PMP®, A-CSM℠

Experienced Project Manager with specialty in Software Development Life Cycle

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Professional agile project manager with over 5 years of experience in the different facets of project management. Knowledgeable in applications of scrum, waterfall, and agile methodologies. Skilled in helping Product Owners/Product Managers/Business Managers to deliver business value through proper project management. Experience coaching and building development teams ranging in size from 6 to 10 to successfully deliver high quality/successful projects using industry best practices. I am dedicated to applying these principles to continually deliver high quality IT solutions. I am passionate about learning new technologies, accepting new challenges, helping my teams become self-efficient and learning from other's experiences. In my free time I like to visit my home country, Dominican Republic, play paintball, bowling, take road trips and most recently learn/experiment with cloud computing technologies, more specifically Microsoft Azure platform.

Skills

Technical Skills

- JIRA and Confluence to track project progress, develop and share roadmaps.
- Microsoft Office Project and Visio to develop project plans and high level design diagrams.
- SQL Query language and Excel to analyze data, make decisions and build reports.
- Balsamiq and Sketch to design wireframes and prototypes.
- Test cases scripting and writing test plans to ensure solutions meet business needs.

Project Management Skills

- Gather proper information to define scope and Statement Of Work document of the project.
- Adhere to project timelines, identify constraints, inform decision makers about risks.
- Perform change management for the project as to scope, schedule and budget.
- Help stakeholders to understand tasks dependencies and work on tasks prioritization.
- Facilitate user acceptance sessions to ensure deliverables meet desired quality level.

Communication Skills

- Communicate and explain technical concepts to non-technical audiences.
- Active listener and highly curious when presented with a complex situation.
- Facilitate project requirements gathering and design sessions with stakeholders.
- Inform the right people as soon as a problem rises and recommend course of action.
- Collect meetings minutes, share information and follow-up on items pending clarification.

People Skills

- Apply conflict resolution techniques and serve as mediator to the technical team when needed.
- Encourage feedback from stakeholders on project matters and listening to concerns.
- Serve the team as subject matter expert on technical and project related questions/issues.
- Develop/encourage a collaborative and team self-organization environment.
- Make sure stakeholders expectations are being met through frequent contact and keeping them informed of project progress.

Experience

Technical Project Manager

Peoples Natural Gas
Full-time
Dates Employed: Sep 2016 – Present
Location: Pittsburgh, PA

• Perform in a cross-functional structure, working with management to establish the priorities to ensure that business needs and customer expectations are being met efficiently and effectively.
• Create and manage project management deliverables and work/resource plans that deliver on time with desire quality levels.
• Ensure development /execution of project plans that define activities, dependencies and deliverables.
• Lead our technical team throughout the Project Life Cycle including requirements analysis, design, prototype, build, test, deployment and transition.
• Manage project quality to ensure business expectations are fulfilled through the delivery of project objectives.
• Provide technical guidance and leadership to engineering teams to ensure that priorities and direction are aligned with the project goals.
• Collaborate with key stakeholders, business managers and engineers to build consensus around architectural solutions, define high-level and detailed requirements to deliver projects successfully.

Technical Project Consultant

JMS Technology Group LLC
Contract
Dates Employed: Jan 2015 – Sep 2016
Location: Philadelphia, PA

• Serve as an internal coordinator within the technology and business groups by supporting current processes and recommending solutions that reduce costs or extend current capabilities.
• Determine user/business/functional requirements. Created vision, scope, and use case documents; business process models, use case diagrams, activity diagrams, and state chart diagrams.
• Recommend, design and implement technology solutions. Help customer to collect functional requirements and prepare business requirements documents using market's best practices to accomplish business objectives and customer satisfaction.

Agile Projects Lead

Banco Popular Dominicano
Full-time
Dates Employed: Jun 2015 – Jan 2016
Location: Dominican Republic

• Ensure that team members understand project objectives.
• Communicate with executive sponsors regarding project health.
• Facilitate communication and negotiation within the team.
• Remove roadblocks and barriers to task completion.
• Track and manage project release, schedules, and product/sprint backlogs.
• Manage project risk, assumption, issue, and dependency matrices.
• Serve as liaison between technical and non-technical stakeholders

Business Systems Analyst II

Medtronic
Full-time
Dates Employed: Jan 2013 – Jun 2015
Location: Dominican Republic

• Analyze massive and highly complex data sets, performing ad-hoc analysis and data manipulation.
• Write reports using SEQUEL® Viewpoint reporting system to extract data for analysis using filters based on the analysis.
• Develop complex information retrieval queries using IBM Query Manager, logical relationships, and data. structures that support different areas of surgical products manufacturing process.
• Gather requirements from users across the enterprise, liaised with the development contractors and completed the implementation within the deadlines.
• Write functional specifications for data conversions from an existing ERP system to customize enterprise solutions.
• Identify current processes and ERP system gaps and developed potential solutions.
• Test vendors deliverables, including user interfaces and extensions during testing cycles.

Systems Analyst

Brugal & Co. S.A.
Full-time
Dates Employed: Oct 2010 – Jan 2013 -
Location: Dominican Republic

• Create use case diagrams and software application mock-ups to explain the flow of events and how different software systems interact with each other.
• Understand and design business workflows, process diagram and gap analysis to derive requirements for existing systems enhancements.
• Develop Software Systems using Visual C# and ASP.NET and updated the existing software and database solutions including the front end and back end systems.
• Interact with stakeholders to understand client business processes.
• Collaborate with management in standardizing Web applications by preparing GUI standards and recommending alternatives for incorporation in phased, iterative manner.
• Collaborate with users to analyze current processes, then developed, design and implement new features that increased efficiencies by 15% within the human resources group.
• Write technical documentation for new and existing solutions including user's manual and configuration documentation.

Software Developer

DANIEL ESPINAL SAS
Full-time
Dates Employed: Mar 2008 – Oct 2010
Location: Dominican Republic

• Determine user/business/functional requirements. Created vision, scope, and use case documents; business process models, use case diagrams, activity diagrams, and state chart diagrams.
• Develop rapid prototypes of new information processing applications.
• Help business analysts to collect functional requirements and prepared business. requirement documents using Enterprise Architect tool.

• Architect and develop multiple-company website using ASP.NET and .NET Web Services.
• Design data structures, UDF's and SQL stored procedures, tune existing queries.

Education

Universidad APEC
Degree: Master's Degree
Field of Study: Business Administration, Management and Operations
Grade: Management and Productivity
Dates attended: 2013 – 2015

In the master of management and productivity I was able to acquire the management skills to develop a strategic vision for achieving organizational objectives and to carry out research to promote the improvement of administrative systems, learned how to increase performance through leadership skills appropriate for the various scenarios. This program is accredited by the agency of Accreditation Council for Business Schools and Programs (ACBSP).

Universidad Dominicana O&M
Degree Name: Bachelor's Degree
Field of Study: Computer Technology/Computer Systems Technology
Grade: Computer Systems Engineer
Dates attended: 2006 – 2011

This bachelor was concerned with the design, modeling, and analysis of advanced systems that employ people and machines, software and hardware, material and energy for such diverse purposes as communication, health care, transportation or manufacturing. This degree provides me the skills with design viewpoints and methodologies that emphasize systems integration, and with subject matter and tools for modeling and analysis especially appropriate for large complex systems, e.g., probability and statistics, system theory, decision analysis, and simulation.

Licenses & Certifications

Advanced Certified ScrumMaster - (A-CSM^{sm})
Issuing authority: Scrum Alliance
License Issued Date: Sep 2019 - Expires Sep 2021
Credential ID 000415706
See credential

Certified ScrumMaster® - (CSM®)
Issuing authority: Scrum Alliance
License Issued Date: May 2015 - Expires Sep 2021
Credential ID 000415706
See credential

Project Management Professional – (PMP®)
Issuing authority: Project Management Institute (PMI)
License Issued Date: Jan 2015 - Expires Jan 2021
Credential ID 1785571
See credential