**JOSEPH M. ANTONELLIS, CSM**

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**SUMMARY:**  Comprehensive management experience encompassing a wide variety of business applications.  Excellent management, budgeting and forecasting skills, as well as excellent people management, communication, presentation, and interpersonal skills.  Comfortable managing and directing multiple projects as well as enhancing, maintaining, and providing support to existing applications.  Solid technical background gained from experience as a software developer.

**PROJECT MANAGEMENT / SCRUM MASTER EXPERIENCE:**

**GEICO (2019 – Present)**

* As a Project Manager on the Enterprise Data Warehouse (EDW) team, we are migrating the EDW as well as the ETL and BI processes from on-premises to the cloud. I am responsible for managing the data migration and ETL efforts as well as overall project status across teams and to executive management.
* As the Scrum Master for the Security Modernization piece of the cloud migration, I work with the scrum team to plan sprints, refine the backlog, hold daily stand-ups, sprint retrospectives, and work to empower the team and keep the team focused. We use metrics to show both the team and management our progress as well as plan for future sprints.
* Instrumental in having the teams adopt agile methodology to assist in the execution of the project. I instituted sprint reviews/demos for each sprint and worked together with other scrum masters to improve daily stand-ups, sprint planning and retrospectives.

**Capital One (2018 – 2019)**

* As part of the Data Transformation team at Capital One, we led the effort to move data and processes off premises and into the cloud. Responsible for cross-departmental communication, planning, hand-offs, execution, and status.
* Staffed a Command Center to assist the lines of business (LOB’s) in the resolution of any issues that arose during the transformation process.

**Carefirst Blue Cross / Blue Shield (2016 – 2018)**

* On assignment at CareFirst Blue Cross / Blue Shield (FEPOC) as a Technical Project Manager I directed the DevOps initiative and also performed as a Scrum Master for the IaaS / environment automation and provisioning team.
* Coordinate with the team leads of the different DevOps tracks to plan sprints, gather and report status.
* As Scrum Master I lead the Sprint Planning Meeting, Daily Stand-ups, conducted Sprint Reviews to demo work, removed impediments from the scrum team, and conducted Sprint Retrospectives to improve our development process.
* Used Confluence/wiki to aid in both team and cross team collaboration and SharePoint to manage final state documentation.  Responsible for documentation including roadmaps, project plans, risk/issues logs as well as Scrum and Kanban boards.
* DevOps tools being implemented in our area included Git, Gradle, Maven, Jenkins, Crucible, Artifactory, Ansible, Selenium, Cucumber.

**Spargo (2016)**

* As the Senior Director of IT Project Management I led the Project Management Office.  I mentored and led a team of PM’s as well as led the development effort for multiple clients.
* Used Atlassian tools (Confluence/Wiki, JIRA) to assist with collaboration and the management of the projects in an agile environment.
* Began implementing DevOps tools such as Git, JUnit, RabbitMQ, and Jenkins in an effort to accelerate delivery.
* Responsible for hiring new resources, management of vendor SOWs, and performance appraisals.

**College Board (2010 – 2016)**

* Led both the Enterprise Bulk Registration and Enrollment application and Reporting Data Layer project teams. Projects spanned multiple organizations both internal and external to the College Board.
* Scrum master responsible for project/sprint planning, resources, budgeting, cross-organizational communication, and delivery of all software releases to include new development and patches/upgrades.
* Used a combination of Confluence/wikis, JIRA, SharePoint, and ClearQuest for our documentation, and ticketing and utilized Planview as our PPM tool. Both Waterfall and Agile methodologies were used on the projects.
* The teams consisted of Data Architects, Analysts, Oracle DBA's, UX/UI developers, Java developers, ETL developers (Informatica), Cognos developers, Dataflux developers, and QA staff. Each team numbered from 5 - 10 resources at a given time.
* Managed the Enterprise Consumer and Organization Data Services team as well as the Enterprise Data Warehouse team, managing resources, budgets and processes to successfully deliver quality software. Utilized Planview as our PPM tool and utilized RUP and Agile methodologies in a matrixed organization.
* Provided mentoring and on-going communication regarding staff’s expected performance. Participated in employee’s performance appraisals by writing reviews after project completion or after the employee’s project engagement had completed.

**Freddie Mac   (2010)**

* On assignment at Freddie Mac, I led the initiation phase for the Security Remediation of fifteen financial applications.  Created SharePoint structure and documents necessary to manage the project as the project team was assembled.  Documents and processes included the project charter and scope, resource/task plan, risks and issues log, status tracking, and process flows.

**Sallie Mae (2009 – 2010)**

* Responsible for coordination and management of multiple projects across multiple business units using iterative, waterfall and agile methodologies while using Clarity as our PPM tool.
* Oversaw all aspects of the project:  Kickoff meetings, project estimates, resource allocation, creation of project plans, assign responsibilities, monitor and summarize progress of projects and prepare/present status reports for upper management. Handle change requests, risks, and issues that arise during the project and work with the appropriate parties to address, mitigate, and resolve.

**RealNetworks (2008 – 2009)**

* As the Release Manager I fielded change requests, scheduled maintenance windows, led change control meetings, interacted with the Executive Change Control Board and the Customers Operations Groups.  Created and produced metrics reflecting outcome of the maintenance windows and worked with management to set company policy and process.
* Developed the PMO site on Sharepoint to display project dashboard, house process documents, templates, status, and resource information.
* Authored the Quality Management System (QMS) document and Test Strategy document implemented and used across all projects worldwide.

**Fannie Mae (1998 – 2008)**

* Selected by executive management to lead a team comprised of eight data architects in replacing the system I had previously managed (LASER).
* Managed the LASER re-architecture, development, and test teams.  Responsible for data management: database architecture, systems architecture, data modeling, integration and conversion. Led the training and data management policy and procedures initiatives, including data security, and report generation.
* Responsible for all project work including creating, contributing to, and maintaining project plans using Project, resource allocation, work assignments, status reporting, budgeting and producing/maintaining project/application metrics.  Identified any project risks and developed mitigation and contingency strategies to cover the risks.
* Responsible for employee performance appraisals, setting goals and objectives, development and career plans, and also participated in compensation reviews.
* Applications were developed using an iterative/waterfall approach and used Oracle, JAVA, Perl, UNIX, PL/SQL, Crystal Reports, and Business Objects.
* Led team of fourteen full time employees and contractors responsible for new development, application enhancements and providing customer and production support for largest financial application at Fannie Mae. Application required 24x7x365 production support.  At different times the team consisted of teleworkers across the U.S. and also included an off-shore team.
* Led disaster recovery testing done yearly for LASER business and downstream applications.
* Work closely with internal and external auditors to document and institute processing controls to comply with Sarbanes Oxley (SOX) guidelines.
* Responsible for creating job descriptions/requisitions, interviewing, hiring, and mentoring new employees/contractors.
* Established a set of guidelines and procedures to be used for LASER application production support and mentored team members in their use.

**SKILLS:**

Atlassian (Confluence/Wiki, JIRA), Project, Excel, Word, Powerpoint, Visio, Outlook, Sharepoint, G-Suite, Slack, Skype, WebEx, ClearQuest, ClearCase, PlanView, Remedy, Clarity, PPM/Mercury, Rational Portfolio Manager (RPM), Open Workbench, CA Service Desk, Quality Center, Agile Development, Rational Unified Process (RUP), Iterative/Waterfall/Agile Methodologies, SDLC, Access, UNIX, SQL

**CERTIFICATION:** Certified ScrumMaster (CSM)

**OTHER:** Member – Project Management Institute (PMI)

**EDUCATION:** The George Washington University, B.A. – Information Processing