

# GAIL CAPATI

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## PROFESSIONAL EXPERIENCE

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### **DXC Technology / Hewlett Packard Enterprise (Austin, TX)**

June 2016 – Present

#### *Technical Team Lead*

- Ensures availability of mission critical application by effectively communicating between various stakeholder groups
- Leads a multi-skill level team of developers by delegating tasks and tracking requests to deliver on time and budget
- Collaborates with other leads to evaluate and streamline processes championing change in areas of improvement

### **San Diego State University, College of Business Administration (San Diego, CA)**

July 2013 – May 2016

#### *Academic Peer Adviser*

- Advised over 1000 students of university procedures and requirements in a high volume, fast-paced advising office
- Assessed student needs and determine appropriate action, which may include direct advice or referral to other areas
- Awarded Outstanding Peer Adviser among all staff, faculty, and student advisers on campus

### **HD Supply (San Diego, CA)**

June – August 2015

#### *IT Quality Assurance Intern*

- Built automated tests using HP Application Lifecycle Management (ALM) and HP Unified Functional Testing (UFT)
- Designed a business blueprint model for all of the company's processes using SAP Enterprise Resource Planning
- Pioneered a group collaboration tool on SharePoint for on and off-shore team members

## EDUCATION

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### **San Diego State University**

Graduated: May 2016

#### *Bachelor of Science in Business Administration – Information Systems*

## RELEVANT SKILLS

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### **Project Management**

- Led multi-million IT projects delivering monthly systems application releases to business stakeholders
- Created and managed project plans by getting weekly updates from project team members and presenting presenting weekly status reports to upper management
- Extensive experience of tracking project tasks, balancing resources using Microsoft Project and Excel

### **Business Analysis**

- Translates business requirements into technical design and communicate between business and IT teams
- Bridges gap between IT teams and business stakeholders to ensure alignment and full understanding on topics
- Provides various solutions to business systems requirements, present them along with pros and cons of each one

### **Leadership and Collaboration**

- Collaborates in teams with members of different backgrounds – location, primary language, skillset level, etc
- Promotes cooperation by opening lines of communication, encouraging an open door policy and flat team structure
- Leads by example by exemplifying working hard and building strong strong relationships with team members and clients

### **Technical Skills**

- Experience working in multiple systems development cycles – waterfall, agile, scrum, parallel
- Knowledgeable in requirements gathering, design, development, programming, and testing using various technologies: JavaScript, JSON, HTML, CSS, XML, AngularJS, SQL
- Experience in Windows Suite, Microsoft Office – Excel, PowerPoint, SharePoint, Google Docs, Sheets, Slides, Forms