GEORGE SIRINIDES

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SENIOR PORTFOLIO AND PROJECT MANAGER

A seasoned IT and Business professional who brings extensive Project and Portfolio Management Experience including managing and mentoring large teams of Business Analysts and Project Managers, managing both Infrastructure and Software projects. Extensive experience with developing and implementing Portfolio Governance framework, managing large projects and risks,and working with cross-functional IT leads and lines of business. Additionally, responsible for managing the Resources/Capacity Planning and the IT Business Management financials. Exceptional communicator adept at building collaborative and cohesive teams and proven leadership background with successful delivery of high profile projects.

**CORE COMPENTENCIES**

* Project Portfolios Management
* Business Analysis
* IT Business Management (Financials)
* Project Risk Management
* Waterfall and Agile trained (PMBOK, Scrum, Agile)
* Resource Management and Capacity Planning
* Executive Reporting
* Extensive Hardware engineering background
* Vendor Management,
* Product Management
* eCommerce/Customer Portal
* Major Infrastructure and Software Projects

### PROFESSIONAL EXPERIENCE

***VERIZON*(June 2018 – Oct 2018)**

***Product Manager-5G Home Internet Trial***

* Managed 5G ICL Trial as part of the Trial Team
* Coordinated schedules and milestones with PR and Marketing teams to set realistic baselines
* Facilitated the coordination of qualified internal employee testers to provide a reliable alpha test base
* Worked with CRM, Network Team to provide a customer friendly test procedures
* Generated an and maintained the trial schedule and deliverables an kept the trial on schedule despite technical issues
* Generated and maintained the Trial Communication Playbook that provided a consistent comm plan
* Regular reporting to the Senior Executive that provided a forum for effective trial management
* Maintained and provided the daily status and issues list and kept the trial issues organized and fresh
* Coordinated with MY TAKE as the conduit for all trial communications and metrics gathering providing excellent feedback to the trial team and senior management.
* Coordinated with Samsung and Asurion for testing and installations that kept our trial customers engaged and provided an excellent customer feedback.

***HEALTHFIRST* (May 2013 –March 2018)**

**Senior Manager– IT Portfolio and Business Management***(July 2016 – Present)*

* Assisted in developing a Governance structure of the IT Portfolio, in concert with the EPMO
* Worked closely with the EPMO to establish process project resource fulfillment, project portfolio standard and project tools to manage the day-to-day project work more effectively, and standardize resources roles and implement blended rates.
* Human Capital Management - Implementation of a Capacity Planning/Resource Utilization process to improve project delivery and IT Financial Tracking.
* Provided input and support in continuousimprovement on the Portfolio work; strengthening of the IT portfolio and improving reporting quality. Portfolio included software (in house and Vendor) and hardware projects
* Played a role in leveling vendor contracts and relationships to streamline the vendor pool and secure ideal vendor pricing
* Helped to revise vendor contracts and standardizing the SOW and PO process.
* Improving of the IT Project Planning (Waterfall and Agile), and the documentation of project through training and peer review
* Assisted the Finance team to standardize IT financial reporting by reducing capital costs (through better vendor management and resource management), establishing generic roles, and blended rates for the various IT roles. This brought the IT Business Management in line with the rest of the company.
* Regular reporting to stakeholders and Executive Management
* **Key projects**: Migration from Ultipro to Workday. Salesforce CRM implementation, Datacenter Migrations
* **Managed the key Salesforce and Workday Rollouts at a portfolio level**. Successfully integrated both systemsand decommission of the legacy systems.

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**Manager - Resource and capacity Planning Manager***(Feb 2015 – July 2016)*

* A key player in the implementation of Project Time Tracking and Compliance.
* Managed time tracking/resource management for 250+ IT employees through and excel based project time tracking linked with MS Project Server. Provided and audit trail and records for reporting
* Assist in development of a resource fulfillment and capacity planning
* Worked closely with the EPMO to establish process project resource fulfillment.
* Assist in baseline of IT resources capacity and allocations, to be input into Project Sever.
* Assist in the development of generic and specific roles for resources within Project Server.
* Instrumental in the setup and maintenance of Project Time Tracking Plans with in Project sever
* Assisted with budget and forecasting of IT projects.

**Manager (Technical Owners)***(May 2013 – Feb 2015)*

* Manager of the Technical Owners group; The Technical Owners (TOs) are responsible for delivering the IS solution as part of an overall business aligned project and delivering and complete, vetted solution
* As the manager I am responsible for
  + Managing the Technical Owners
  + Developing and maintain the SDLC and DMAIC (Infrastructure)process documentation
  + Establish Project Governance
  + Worked with senior management on strategic goals for the TO role
  + Establish metrics for gauging goals and performance
  + Ensuring adherence and providing governance to the SDLC and Infrastructure Projects
  + Assisted in formulating corporate wide training on SDLC
  + An escalation point of contact for resolving/preventing project related IS issues (i.e. resource allocation, scope creep)
  + Reporting status and metrics to the Senior Executive team

***BENJAMIN MOORE* (January 2013 – May 2013)**

**ProgramManager (Consultant)**

* Project manager for the Retail Web Portal migration from Weblogic to Oracle Webcenter
* Generating WBS
  + Working with the PMO to assignHuman Resource allocations
  + Scheduling resources for Project and BAU work
  + Working with LOB to generate project forecasts and budget for proper resource planning
  + Assisted in weekly time tracking analysis to ensure proper time entry and allocations
* Managing relationship with software vendor, Bluenog
  + Track hours billing vs. SOW
  + Track status of releases (issues, bugs, etc.)ly
  + Review SOW and updates according
* Regular updates to Senior Management
* Work with business to maintain scope and budget of project

***CIT GROUP* (May 2012 – Dec 2012)**

**Portfolio Manager (Consultant)**

* The Portfolio is responsible for monitoring a portfolio of 12 enterprise wide infrastructure projects. Including Win7/Desktop Refresh, IBM AIX Hardware rollout, Cisco Infrastructure upgrade, Citrix Migration, E-Lease, upgrade, various internal developed software mods/GUI development.
* Monitoring project metrics and deliverables, reviewing project plans, ensuring resource allocation, regular status updates to senior management (CIO) are the positions main responsibilities.
* Managed the human resource and capacity planning for the portfolio
  + Worked with finance on blended rates
  + Assigned Generic and specific roles within MS Project server for time tracking
  + Set baselines for all project resources in conjunction with the PMO and their aligned business unite
  + Facilitatedwith HR in the search for talent to fulfill IT roles

***FEDERAL RESERVE BANK OF NEW YORK* (Sept 2011-May 2012)**

**Infrastructure Program Manager (Consultant)**

**Infrastructure Program Manager(within System Engineering)**

* Assisted in specifying and directing technology for various projects
* Generated IT project plan and assisted LOB's with budgeting
* Worked with LOB to integrate IT project plan into overall business plan
* Worked with vendor, engineers and architects to generate FRB specific designs
* Worked with internal teams to test and tweak designs prior to implementation

***BANK OF AMERICA* (April 2006 – June 2011)**

**VP Technology Applications Manager (***July 2010 – Sept 2011)*

**VP TECHNOLOGY APPS MANAGER; Banking Center Technology**

* Application manager for the Banking Center Technology channel
* Managed a portfolio of 6 business critical applications (vendor developed)
* Responsible for Level3, Business As Usual (BAU) code changes
* Maintain compliance of application in the channel in line with Bank Risk and Compliance standards

Developed and maintained budgets for BAU channel

* Managed a staff of 8

**Storage Design and Build – Storage Program Manager (Ent Projects)** *(August 2009- 2010)*

**Server Design and Build – Server Program Manager (Dev Ops)** *(March 2008 – July 2009)*

**Technology Project Manager/SDM - Technology PM for Capital Markets** (**C***onsultant, April 2006 – March 2008)*

***JP MORGAN CHASE (Consultant)***

**Program Manager – One Desk (October 2004 – April 2006)**

***St. BARNABAS HOSPITAL NETWORK (Consultant)* (June 2004-Sept 2004)**

Project Manager

***REBUS TECHNOLOGY* (May 2003- March 2004)**

***Product Manager Recollect Electronic Filing System***

#### *DEUTSCHE BANK AG. (Consultant)* (October 2002 – May 2003)

##### Project Manager “60 Wall Street” move

#### *BEAR STEARNS AND CO*. (July 2000 – August 2002)

***Enterprise Server Support Manger/Distributed Systems***

**ADDITIONAL INFORMATION**

**CERTIFICATIONS: ITIL V3, Certified Agile Process Owner (Capo),**

**TECHNICAL SKILLS: MS Project Sever and client, CA Clarity, HP ALM, Qlikview, SalesForce, Workday, Ultipro, Helpstar, SQL, Crystal report, Peoplesoft, Oracle DB, Websphere skills, SDLC, EPMO management skills; Waterfall and Agile,MS Visio, MS Office Suite**

### EDUCATION:

### DeVry Institute of Technology