

KERRANCE WRIGHT

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I am a Technical Project Manager holding a degree in computer software, experienced in Human Resources and IT. I am educated in the process of project management, software and tools for project management, and leading and motivating people for project success.

KEY SKILLS

Communications Management
Requirements Gathering
Predictive Methodologies
Team Collaboration

Systems Development Life Cycle
Project Life Cycle
Agile Methodologies
Stakeholder Management

PROJECTS

XYZ Company Website Development Project | [XYZ Company Website Project Deliverables](#)

- Managed the project for the XYZ Company website development project.
- Utilized requirements gathering skills to meet stakeholder expectations.
- Developed all deliverables for the project's scope and requirements.

WORK EXPERIENCE

IT Technician/Helpdesk | VXi Global Solutions (Atlanta, GA)

April 2019 - December 2020

- Coordinated the installation, configuration, and ongoing support for over 400 workstations.
- Participated in the virtual Work from Home onboarding program for 25 – 30 new hires a week.
- Coordinator for the weekly work from home equipment distribution program.

Human Resources Coordinator | VXi Global Solutions (Atlanta, GA)

December 2016 - April 2019

- Organized and facilitated new hire orientation for 25 – 50 new hires a week.
- Collaborated with the HR Generalist and TA Lead for monthly employee appreciation projects.

Staffing Coordinator | Achieve Services (Atlanta, GA)

November 2015 - January 2017

- Managed implementation and training for the company's electronic health record system.

Pharmacy Technician | Kaiser Permanente (Atlanta, GA)

September 2014 - November 2015

- Partnered with the pharmacy manager for workflow improvement.

Pharmacy Technician | D&B Pharmacy (Douglasville, GA)

August 2013 - September 2014

- Increased pharmacy productivity by implementing software security protocols.

EDUCATION

Certificate, Technical Project Management | Thinkful | 2021

- Training in the process of project management and application of its features to technology development.
- Create a plan of action by identifying project stakeholders, analyzing their level of influence and interest, and managing their expectations.
- Education in the role of various components of IT infrastructure such as hardware, software, network, and how they integrate to provide a service.

Bachelor of Science, Computer Software Technology | University of Arizona Global Campus | 2020