**Weston Ledford**

Sun Prairie, WI 53590 | (608) 469 - 2589 | WestonRLedford@gmail.com| LinkedIn.com/westonrledford

**Project Manager**

**IT Leadership | Team Development | Product Management**

Results-driven Project Manager with expertise in overseeing complex projects, particularly within the IT industry, and managing new and innovative products, with a proven track record of successfully overseeing projects from initiation to completion. Adept t managing cross-functional teams, mitigating risks, and ensuring seamless delivery of technology solutions. Ability to align project objectives with business goals, leveraging strong communication and stakeholder management skills to lead to collaboration and drive project success. Skilled in understanding IT infrastructure, software development lifecycles, and agile methodologies, enabling the efficient execution of projects while maintaining a focus on quality and customer satisfaction. Expert in various industries including Finance, Security, Telecommunications, Healthcare, and Department of Corrections. Committed to continuous process improvement and identifying and implementing innovative solutions to optimize project efficiency and deliver value.

**Skills**

**Expertise:** Leadership Organization | Executive Communication | Cross-functional Team Management | Forecasting and Monitoring | Process and Workflow Creation | Reporting | Scope and Requirements Control | Technical Support | Budget and Cost Management | Contract Management | HIPAA | Change Coordination | Conflict Management | Auditing | SEO | Payroll

**Technical:** Microsoft (MS) Project | Smartsheet | Monday | Jira | ADO Azure Dashboards | Microsoft Power BI | Tableau | Microsoft Office Suite | Google Suite | SharePoint | Visio

**Professional Experience**

**Madison Scuba April 2008 - Present**

**Product Manager/Program Manager/Business Owner**

Drive community growth and engagement, promote environmental consciousness, and foster initiatives for social well-being and customer satisfaction.

* Achieved a notable 20% increase in overall skill proficiency, a 30% surge in social media followers, and a 15% growth in website traffic across social media channels through the successful implementation of a comprehensive performance evaluation system.
* Accomplished an impressive 18% annual growth, heightened user engagement, and fostered a strong community bond by spearheading the establishment of an active underwater community and leading innovative marketing strategies.
* Orchestrated and led an impactful annual lake cleanup initiative, mobilizing and coordinating teams of 60+ divers to remove a substantial 2 tons of litter, promoting environmental preservation and awareness.
* Ensured optimal customer satisfaction and facilitated mental well-being and post-military reintegration by coaching a cohort of 20+ veterans through a veterans-focused scuba initiative, fostering a supportive and empowering environment.

**Ivanti September 2022 – September 2023**

**Information Technology Project Manager**

Spearhead and coordinate the successful execution of complex IT projects, while ensuring streamlined workflows, cost-effectiveness, and efficient resource management.

* Realized a notable $1.2M budget savings through the seamless migration of software from Jira to Azure DevOps, implementing Agile Project Management techniques.
* Revamped cross-functional team productivity, leading to a 15% reduction in project timelines across 10+ IT projects, while adhering to budgetary constraints.
* Enhanced operational efficiency by 22% and bolstered security measures through the integration of three national data system centers and strategic server infrastructure optimization.
* Drove a 20% increase in team efficiency and a 15% reduction in project timelines by conducting comprehensive needs analysis and implementing data-driven process maps.
* Oversaw the migration of Atlysian to Confluence users by defining project scope, managing risks, and ensuring seamless collaboration among a 45-member team.
* Contributed to effective project execution by compiling comprehensive application documentation and business analysis artifacts, providing accurate and up-to-date information for informed decision-making.

**American Family Insurance June 2013 – August 2022**

**Senior Document Processing Consultant/Project Manager**

Oversaw and optimized operational efficiency, implementing innovative technologies, and fostering compliance with industry standards and guidelines for enhanced performance.

* Achieved a remarkable 47% budget reduction, a 31% sales boost, and increased client approval by implementing cost-cutting measures across 30 branding projects.
* Attained a significant 20% improvement in operational coordination and workflow capabilities through the strategic implementation of innovative technology and automation initiatives for legacy MIS system artifacts.
* Enhanced data analysis speed by 35% with the introduction of exceptional software solutions, enabling better data-driven decisions through comprehensive analyses.
* Leveraged established IT processes to enhance overall performance, ensure compliance with industry standards, and promote effective collaboration with project stakeholders and cross-functional teams.
* Propelled efficiency and productivity by automating reporting, risk management, and data governance, thereby streamlining critical operational processes.
* Improved issue resolution time and maximized team efficiency by implementing structured document meetings, conducting in-depth issue analyses, and closely monitoring action items with technical and program staff.

**Education**

**Bachelor of Computer Science (Anticipated 2024)**

University of Wisconsin, Madison WI

**Certifications**

Certified PMP - #3249783

Certified Scrum Master - #50983401

Certified Six Sigma Black Belt & Six Sigma Black Belt + Lean - # 74IBdOIW2T

CompTIA A+ (Exam Pending 11/3/24)

AWS Certified Cloud Practitioner (Exam Pending 11/9/23)

Certified Scuba Instructor Trainer, #62971

Emergency First Responder Trainer #62971

**Military Service**

United States Army, Aviation