*3775 Mahlon Brower Drive* ▪▪ *Oceanside, NY 11572*

**(hm ofc) 516.766.1744** [**Michael.Dzienkowski@verizon.net**](mailto:Michael.Dzienkowski@verizon.net) **(c) 516.510.2029**

[**Michael Dzienkowski on LinkedIn**](http://www.linkedin.com/in/michaeldz)

**Project Manager / Systems Analyst** with 10+ years of experience managing various HR – Benefit IT projects with an emphasis on PeopleSoft HCM. Recognized by managers and peers for effectively planning, organizing, and directing projects to successful implementation. Strong commitment to stakeholders’ satisfaction and increased productivity while fulfilling corporate objectives. Effectively interfacing with functional, technical and executive teams through strong interpersonal skills. Documented various aspects of projects, such as: business requirement documents (BRD), implementation plans, timelines. Facilitated meetings for process analysis, systems requirements and implementation planning.

***Areas of Expertise Include:***

* **Project Planning**
* **Organization Skills**
* **Process Analysis**
* **Team Leadership**
* **Problem Solving**
* **Interpersonal Skills**

Professional Experience

**The Severson Group**, Patchogue, NY **2/2013 – Present**

**HR Business Analyst / Project Manager for Verizon – Benefits Data Integrity** Human Resources

* Document business requirements for benefit related processes, payroll / vendor interfaces and new integration initiatives.
* Present requirements documentation to IT for development. Manage projects on behalf of the Benefits team.
* Participate in testing new application software and provide direction as needed.
* Managed PeopleSoft (9.1) ERP convergence project for benefit and associated payroll interfaces.

**Randstad Technologies US**, Orangeburg, NY **5/2012 – 9/2012**

**HR Business Analyst / Project Manager for Verizon** Information Services

* Instrumental in shifting application reporting processes from PeopleSoft to a Cognos data warehouse. Worked with various HR disciplines to define and document business-reporting requirements, including dashboards and metrics.

**Verizon**, New York, NY **9/2000 – 3/2011**

**Lead System Consultant / Project Manager – Analyst, Benefits and Personnel Systems** Telecommunications Industry

* Led project teams (both on and off shore) in two Enterprise Resource Planning (ERP) platform convergence projects. Converted PeopleSoft Oracle applications from PeopleSoft DB2.
* Led project teams (both on and off shore) to convert an application to PeopleSoft, from Nomad2 db, saving Verizon $150K of reoccurring software maintenance fees. Used this opportunity to fully re-engineer the Force Management System application (FMS, a.k.a. RIF), designing user maintainable tables and significantly reducing IT’s involvement to enhance code every time a new “severance plan” needed to be implemented. Also analyzed data and designed a new key structure in order to facilitate data growth into the next 50+ years.
* Designed and developed enhancements for FMS to implement the Management Voluntary Separation Program (MVSP), allowing for the voluntary separation of over 14K management employees, with a payout of over $1.2B in severance and vacation pay. Inception to completion was only 30 days. A web based delivery method was designed, saving the company approximately $700K in printing and mailing costs. Additionally, the condensed timeframe resulted in saving $20-40M in payroll costs.
* Incorporated the RIF Drop Automation process into FMS. Improved the employee termination process by replacing e-mailed spreadsheets with automated file transfers to downstream systems to the Payroll department.
* Managed application upgrades from PS 8.3/8.8 to 8.9/9.1 (PeopleTools 8.4 to 8.5).
* Directed a team of 3 to 6 people for the Y2K remediation of 6 applications, avoiding any downtime going into the year 2000.
* Other supported applications included:

Absence Management Tracking System (AMTS); Business Continuity Planning (BCP);

**Verizon / Bell Atlantic / NYNEX**, New York, NY **9/1986 – 8/2000**

**Software Engineer / Systems Analyst / Programmer** Telecommunications Industry

* Developed, implemented, and maintained a wide range of HR-related applications:

Absence Case Management; Voucher Processing; Exit Interview System; Health and Safety for OSHA; Mechanized Accident and Disability Absence Reporting.

* Integrated data between Accident Desk, Workers' Comp Group, Medical Department, and Benefits office.
* Provided corporate support for VM-CMS and NOMAD2 software.

**National Data Corporation / Rapidata Inc.**, New York, NY **4/1985 – 8/1986**

Technical Manager - Telecommunications District Computer Software industry

* Directed a team of 12 to 17 in providing application development and support for a major telecommunications company that generated an average annual revenue of $3.6M. Ensured team performance and adherence to terms of contract. Secured technical training personnel as needed. Managed client base and the projects within that base. Prepared proposals when requested by the client.

Certifications

**Project Management Professional (PMP) 12/2011** to **Present**

Project Management Institute

Memberships

**Project Management Institute (PMI) 8/2011** to **Present**

**PMI – Long Island Chapter 8/2011** to **Present**

Education

Stony Brook University, Stony Brook, NY **11/2011**

**Project Management Certificate**

George Washington University, Washington, DC **11/2001**

**Master’s Certificate in Project Management**

Brooklyn College, Brooklyn, NY **1984**

**Bachelor of Science in Computer Information Science**

Technical Skills

***MS Office:*** Word, Excel, Access, PowerPoint, Outlook, Project, Visio

***Tools - Software:*** PeopleSoft – Oracle & DB2, SQL; TOAD; SQR; HP Quality Center; Application Designer, Query Mgr; Lotus Notes

ISPF; TSO; Network Data Mover (NDM); FTP; VM/CP; VM/CMS; REXX; EXEC2; XEDIT; NOMAD2; VMSECURE; VMSCHED; COBOL; PL/1; OS 370 JCL; FORTRAN

***Operating Systems:*** Linux; Windows 7 / Vista / XP; MAC OS X; MVS/TSO; VM/XA; VM/SP