

## MANAGER

### Professional Summary

Management professional effective at building highly-motivated teams, as well as leading cross-functional teams in a fast-paced environment.

### Skills

Agile, approach, attorney, banking, budget, C, concept, consultant, clients, customer relations, client, data management, data processing, delivery, product design, product development, economics, Financial, financial planning, focus, Information Governance, team leadership, Leadership, Legal, Law, Litigation, Director, managing, marketing, Office, MS Project, negotiation, new business development, Oil, processes, coding, Progress, Project Management, project planning, quality, quality assurance, reporting, retail, risk assessment, sales, SAS, Six Sigma, SQL Server, staffing, strategic, strategy, team management, trend, unique

### Skills

- Data management
- Team leadership
- Self-motivated
- Strong verbal communication
- Powerful negotiator
- Process implementation
- Extremely organized
- Results-oriented
- Staff development
- Conflict resolution
- Budgeting and finance
- Project management
- Forecasting ability
- Market understanding
- Strategic planning
- IT security best practices

### Work History

Manager 09/2015 to Current

Gerdau Ameristeel Corporation – Lynchburg, VA

- Fraud Investigation and Dispute Services – Forensic Data Analytics & Data Science - Leadership of investigations focused on fraud and risk mitigation incorporating forensic data analytics.
- Trusted advisor to C-level executives providing strategic insights on information governance, privacy, risk mitigation, innovative uses of big data, and cloud software solutions.
- Ability to lead engagements in deadline driven environments.
- Performed complex data analytics, trend analysis and data mapping around information governance and data management projects.
- Point of contact for executive level client leadership including CISO, CTO, General Counsel, and Head of Internal Audit.
- Dynamic consultant driven to lead create and lead innovative solutions to new and unique client issues in portfolio.
- Led internal deadline driven Scaled Agile Framework software product development and IT transformation effort of forensic data analytics and data science practice to incorporate machine learning and refresh product strategy.
- Project also include partnership with key alliances.
- Project received budget of 6 million dollars over 4-month timeline with strategic importance to Assurance practice.
- Role included management of multiple executive product owners, Devops, and stakeholders at Assurance firm leadership level.
- Provides strategic leadership to clients and project teams on regulatory issues such as cross-border data collections, security, data privacy, and regulatory frameworks.
- Successful management of cross-discipline project teams in engagements utilizing data analytics and data visualization tools such as SAS, Tableau, SQL Server.
- Experience managing teams supporting business needs of client such as dashboard redesign and refresh.
- Extensive PMO experience including project planning, stakeholder management, scope definition, quality assurance, and management and reporting on resources/budget/schedule.
- Manages financial planning of multiple engagements, including strategy, planning, risk assessment, team management, engagement economics and delivery of exceptional client service.
- Experience with estimation techniques such as PERT and CPM.
- Strong negotiation skills and leadership capabilities.
- Plans engagement objectives including developing and implementing strategy to comply with professional standards and risk mitigation.
- Manages professional development of subordinate staff and senior associate resources.
- Regional sales leader of Information Governance practice sales campaign focusing on partnering with strategic accounts in Northeast region.
- 2017 campaign reached 6 million dollars total fees if actualized.
- Forensic Data Analytics and Data Science practice national sales and pipeline leader.
- Leading weekly calls with executive team leadership to drive new business development growth, hold teams accountable for sales projections, and develop solutions for sales execution.
- Provides senior practice leadership with strategic insights on sales for long term financial planning.
- Leadership in sales enablement, outreach, and new product design.
- Extensive pursuit experience and proof of concept product development and sales execution.

Project Manager 06/2014 to 03/2015

Ledcor – San Jose, CA

- Litigation Information Management Office – Legal – In-house project manager leading team of specialized IT staff to deliver cost-effective, automated approach to managing litigation.
- Implemented project management processes in support of large external spend matters focused on financial services litigation from intake of

- matter through close including negotiation of commitments, ensuring staffing, and financial planning consistent with negotiated agreements.
- Point of contact between attorneys, executive team, clients, technical staff, and outside vendors developing schedule milestones and managing budget requirements.
- Leadership of maintenance of IT operations in support of legal teams.
- Internal sales within firm including outreach and marketing of group services to establish brand and provide insight into new business development.
- Leadership and creation and implementation of client team PMO for portfolio of retail banking litigation teams.
- developed case artifacts, insight into templates, and implemented creative use of cloud software tools.
- Point of contact for partner and executive leadership on issues including data security, big data, innovative support software solutions.
- Leader in firm-wide focus on Kaizen and utilization of Lean Six Sigma.
- Utilized software solutions including MS Sharepoint, MS Project, Relativity, Nuix, Law, EnCase, Recommind, Case Map, Trial Director.

Project Manager 12/2013 to 06/2014

Ledcor – Traverse City, MI

- Lead Project Manager for SaaS based litigation and hosted data processing, management, and review tool.
- Primary clients included Fortune 100 Oil & Gas company and leading Financial Services companies.
- Point of contact for matter related to FCPA and DOJ/SEC action.
- Demonstrated ability to lead innovative new product offerings including predictive coding and sales of new services to existing portfolio of clients.
- Driven consultant consistently able to lead in deadline driven strategic engagements.
- Accountable for extremely high-quality business support execution and leadership of junior staff.
- Extensive use of software tools such as Atlassian JIRA, Introspect.

Consultant 02/2012 to 12/2013

Ascensus – Hartford, CT

- Onsite support for multi-billion dollar oil and gas litigation project at Houston, TX client site.
- Provided training on SaaS based product and technical business support to outside counsel and executive leadership at client site and 500+ contract attorney review vendor site in Houston.
- Trained, managed, and led new employees on technical tasks and customer relations strategies.
- Provided high level project management and for multiple financial services clients in both US and Canada.

Additional Information

- BAR ADMISSIONS State of Connecticut, 2007 Commonwealth of Massachusetts, 2015

Education

Juris Doctor : 2006 Roger Williams University School of Law - City, State

Bachelor of Arts : Economics and History 2002 Franklin & Marshall College - City, State Economics and History

Project Management Professional (PMP) Certified Fraud Examiner (CFE) Progress towards Certified Information Privacy Professional (CIPP) certification with expected completion : Accounting Present University of California - City, State Accounting