

TECHNOLOGY PROJECT AND PRODUCT MANAGER

Professional Summary

Senior Project and Product Manager effective in leading and directing a new product development and technology refresh projects from inception to launch. More than 17 years of progressive management experience and repeated success in developing project initiatives, directing project plans and achieving measurable performance targets.

Core Qualifications

- 18+ years in project and product management
- PMI and CMMI certified
- Excellent communications skills at all levels of an organization
- Business and strategic results-oriented
- Collaborative leadership style and win-win philosophy
- Project development and lifecycle experience
- Cross-industry new product experience
- Best practice training and mentoring
- Substantial project management methodology and process authoring
- Certified Microsoft Professional: Enterprise Project Management and SharePoint Portals
- Detail-oriented with strong analytical skills
- Process redesign and work flow planning capabilities
- Systems implementation and integration
- Vendor selection and contract management
- Risk management and mitigation expertise

Accomplishments

Project/Program Management: Initiated project for global launch of a groundbreaking cardiac treatment drug therapy which resulted in submission of new drug applications to six countries concurrently, for the first time in the company's history. Successfully implemented two major document conversion implementations, one for student records in an online higher education provider and the other for test applications delivered by mail for a test delivery organization. **PMO:** Integrated best practice attributes from PMBOK, Unified Software Engineering, and Microsoft Framework to create a custom solution delivery methodology which greatly enhanced the firm's ability to market professional services. Developed corporate-wide risk assessment procedures to reduce the cost associated with unprofitable projects entering the project portfolio. Designed and implemented portal-based project management solutions to enhance overall project communication and success. As project planning process owner, helped the organization to achieve CMMI Level 2 certification. **Practice Development and Management:** Directed the project and program management practice startup of \$10 million service business. Managed a regional professional services project management practice covering a four state area, staff of fifteen (15) project management consultants and \$5 million in annual revenue generation. **Entrepreneur:** Started and managed a Maryland-based LLC to offer project management services and project management portal workspaces to local businesses. Responsible for multiple projects associated with a key test center and client management portal as well as a strategic new product initiative.

Work Experience

Cb Richard Ellis February 2011 to Current Technology Project and Product Manager

Greensboro , NC

United States Department Of Agriculture February 2010 to January 2011 Project Management Consultant (contract)

City , STATE

- Consulted with USDA staff on initiatives aimed at improving cooperation and communication between U.S. farmers and the USDA.
- Services were delivered towards standardization of project management, electronic calendaring, electronic bulletin boards, and SharePoint governance.

Systems Alliance February 2007 to January 2010 Practice Leader and Project Management Consultant

City , STATE

- Lead the development of the company's SharePoint Services Practice with responsibility for \$1mm in revenue generation as well as practice staffing and delivery.
- Engaged as Professional Project Manager for several clients to successfully implement large cross functional initiatives. An example includes the digitization of student records for a higher education client coupled with the implementation of an automated workflow which reduced student record processing time from weeks to days within the first 3 months of implementation.
- Managed two full-time and 3 contract resources.

Oribtal ATK, A Company Of Alliant Techsystems September 2006 to January 2007 Intergrated Scheduling Consultant (contract)

City , STATE

- Development the integrated master schedule in support of the engineering and launch of a new generation rocket launch vehicle.
- Schedule components included, analysis, engineering design, product assembly, testing, procurement and NASA launch activities.

Project Foundations, LLC September 2001 to August 2006 Founder and Principal

City , STATE

- Startup of a company that delivered professional project management consulting services and software-as-a-service project management portals developed on Microsoft Project Server and SharePoint Services.
- Clients included Procter & Gamble, Microsoft Corp., Allegis Group, and Verizon.

Triple-I Systems, Inc January 1999 to June 2001 PMO Director

City , STATE

- Directed the startup of the company's PMO in support of the company's \$10 million service business, including a project and

program management practice standards, strategic business planning, and new business risk assessment.

- Designed and implemented the company's solution delivery methodology, combining components of Microsoft Solutions Framework, PMBOK, and Rational Unified Process (RUP).

Procter & Gamble January 1997 to January 1999 Project Leader (contract)

City, STATE

- Responsible for delivering project and program management consulting services to Procter & Gamble Pharmaceuticals Research & Development Division.
- Accomplishments included concurrent submission of new drug applications to six countries.
- Corporate Practice Deployment Lead.

AT&T May 1987 to February 1994 Regional Manager, Professional Services Delivery

City, STATE

- Responsible for the development and deployment of project management standards and best practices for the U.S. Professional Services Organization, including the development of new service deliverables and participation in global standardization initiatives.
- Managed a regional professional services project management practice covering a four state area, including a staff of 15 and a \$5 million new project management service revenue responsibility.

Education

George Washington University 1997 Masters Certificate : Technology Project Management State IT Project Management

Loyola University 1987 MBA City, State

Towson University 1983 Bachelor of Science : Business Administration City, State Business Administration

Skills

Project Management Software: Microsoft Project, Project Server, SharePoint, Office, Team Foundation Server

Process Methodologies: Project Planning, PMI, CMMI, Agile, Iterative, Rational, Waterfall, Risk Management, Requirements Management, Vendor Selection, Vendor Management, Portfolio Management, PMO

Industries Served: Higher Education, Computer Manufacturing, Software Development, Pharmaceuticals, Federal Government, Technology Consulting, Professional Services, Staffing and Recruiting, Testing and Certification Services, Systems Integration, Telecommunications