Exa Example

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Education

University of Maryland   September 1996 - May 2001

Masters of Computer Science

- Graduated Summa Cum Laude
- Member of Student Association of Computer Science
- Managed a student project to organize a conference for 50+ professionals

Experience

Seton Hospital   September 2004 - November 2006

Junior Project Manager

- Streamlined IT logistics and administration operation cutting costs by 25%.
- Diagnosed problems with hardware and operating systems and implemented new solutions.
- Maintained the user database of over 30000 patients.
- Managed project for lean training for all IT Support Officers.

Seton Hospital   December 2006 - Present

Senior Project Manager

- Oversaw all major hospital IT projects for 10+ years.
- Responsible for creating, improving, and developing IT project strategies.
- implemented the highly successful Lean Training and Six Sigma projects for all employees. Cut costs by 32% in less than six months.
- I reduced the costs of IT infrastructure maintenance by 5% in 2015 by successfully rebuilding the infrastructure.

Skills

Business Process Improvement:history of successful innovations leading to cost sawings.

Vendor Management:managing vendors in projects with budget over $1000000.

Project Scheduling:over 90% of projects led were finished in due time.

Sales Analysis:background in IT Sales with deep understanding of negootiating contracts

Projects

PIHSystem   https://exa.example.com/PIHSys

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Others

Awards:Employee of the month, May 2005

Certifications:Certified Construction Manager (CCM) 2008