

# John Smith

## IT Project Manager

IT Professional with over **10 years** of experience specializing in **IT department management** for international logistics companies. I can implement effective **IT strategies** at local and global levels. My greatest strength is business awareness, which enables me to permanently streamline infrastructure and applications. Striving to leverage my skills at SanCorp Inc.

### Experience

2006-12 - present	<div>Senior Project Manager</div> <div>Seton Hospital, ME</div> <ul style="list-style-type: none"><li>Oversaw all major hospital IT projects for 10+ years, focus on cost reduction.</li><li>Responsible for creating, improving, and developing IT project strategies.</li><li>Implemented the highly successful Lean Training and Six Sigma projects.</li><li>Cut costs by 32% in less than six months.</li><li>Reduced the costs of IT maintenance in 2015 by successfully rebuilding the server infrastructure resulting in over \$50'000 of annual savings.</li></ul>
2004-09 - 2006-12	<div>Junior Project Manager</div> <div>Seton Hospital, ME</div> <ul style="list-style-type: none"><li>Streamlined IT logistics and administration operation cutting costs by 25%</li><li>Diagnosed problems with hardware and operating systems.</li><li>Successfully migrated two servers to new data architecture.</li><li>Maintained the user database of over 30000 patients.</li><li>Managed project for lean training for all IT Support Officers.</li></ul>
2002-08 - 2004-09	<div>IT Support Officer</div> <div>Seton Hospital, ME</div> <ul style="list-style-type: none"><li>Provided support for project managers and hospital staff for 2 years.</li><li>Prepared over 100 infrastructure performance analyses and reports.</li><li>Implemented a new tracking dashboard, cutting manual data input by 80%.</li><li>Successfully resolved over 200 issues in regards to IT infrastructure.</li></ul>

### Education

1999-09 - 2001-05	<div>Master of Computer Science, University of Maryland</div> <ul style="list-style-type: none"><li>Graduated Summa Cum Laude.</li><li>Andersen Postgraduate Fellowship to study advanced nursing techniques.</li><li>Managed a student project to develop a weekly nursing podcast.</li></ul>
1996-09 - 1999-06	<div>Bachelor of Computer Science, University of Maryland</div> <ul style="list-style-type: none"><li>Graduated Summa Cum Laude.</li><li>Member of Student Association of Computer Science.</li><li>Managed a student project to organize a conference for 50+ professionals.</li></ul>

### Certifications

2010-05	PMP - Project Management Institute
2007-11	CAPM - Project Management Institute
2003-04	PRINCE2® Foundation

### Personal Info

Address	134 Rightward Way Portland, ME, 04019
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E-mail	j.smith@uptowork.com
LinkedIn	linkedin.com/johnutw

### Skills

Business Process Improvement
Vendor Management
Sales Analysis
Strategic Planning
Communication Skills

### Software

Microsoft Project	<div><div></div><div></div><div></div><div></div><div></div></div> Excellent
MS Windows Server	<div><div></div><div></div><div></div><div></div><div></div></div> Very Good
Linux/Unix	<div><div></div><div></div><div></div><div></div><div></div></div> Very Good
Microsoft Excel	<div><div></div><div></div><div></div><div></div><div></div></div> Good

### Languages

French	<div><div></div><div></div><div></div><div></div><div></div></div> Intermediate
Spanish	<div><div></div><div></div><div></div><div></div><div></div></div> Basic