

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. Seeking to leverage my IT management abilities in SunCorp.

Personal Info

Address:
Portland, ME
Phone:
774-987-4009
E-mail:
j.smith@upwork.com

Skills

Business Process Improvement
Project Scheduling
Sales Analysis
Strategic Planning
Communication Skills
Team Management
Coding Languages (C#, Python)

Software

Microsoft Project	★★★★★	Excellent
Windows Server	★★★★○	Very Good
Linux/Unix	★★★★○	Very Good
Microsoft Excel	★★★○○	Good

Languages

French	★★★★○○	Intermediate
Spanish	★★○○○○	Basic

Experience

2006-12 - present	Senior Project Manager Seton Hospital, ME	<ul style="list-style-type: none">Over saw 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.Reduced the costs of IT infrastructure maintenance by 5% in 2015.
2004-09 - 2006-12	Junior Project Manager Seton Hospital, ME	<ul style="list-style-type: none">Streamlined IT logistics and administration operation cutting costs by 25%.Diagnosed problems with hardware and operating systems.Implemented solutions to increase productivity by 12% in 3 months.Maintained the user database of over 30000 patients.
2002-08 - 2004-09	IT Support Officer Seton Hospital, ME	<ul style="list-style-type: none">Provided support for project managers and hospital staff for 2 years.Prepared over 200 infrastructure performance analyses and reports.Developed a new tracking dashboard, cutting manual data input by 80%.Successfully resolved over 100 issues in regards to IT infrastructure.

Education

1996-09 - 2001-05	Master of Computer Science, University of Maryland	<ul style="list-style-type: none">Graduated Summa Cum Laude.Member of Student Association of Project ManagementManaged a student project to develop a weekly IT News podcast.
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Certifications

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

Interests

Avid cross country skier and cyclist.
Member of the Parent Teacher Association.

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Michal Rosen-Zvi

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