

# 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 SanCorp.

### Personal Info

#### Address

Portland, ME

#### Phone

774-987-4009

#### E-mail

j.smith@uptowork.com

#### LinkedIn

linkedin.com/johnutsr

### 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

- 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.
- Reduced the costs of IT infrastructure maintenance by 5% in 2015.

2004-09 - 2006-12

#### Junior Project Manager

Seton Hospital, ME

- 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

- 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

- Graduated Summa Cum Laude.
- Member of Student Association of Project Management
- Managed a student project to develop a weekly IT News podcast.

### 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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**RC Schank**



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