

# John Smith

## IT Project Manager

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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

#### Senior Project Manager

*Seton Hospital, ME*

- Oversaw all major hospital IT projects for 10+ years, focus on cost reduction.
- Responsible for creating, improving, and developing IT project strategies.
- Implemented the highly successful Lean Training and Six Sigma projects.
- Cut costs by 32% in less than six months.
- Reduced the costs of IT maintenance in 2015 by successfully rebuilding the server infrastructure resulting in over \$50'000 of annual savings.

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.
- Successfully migrated two servers to new data architecture.
- Maintained the user database of over 30000 patients.
- Managed project for lean training for all IT Support Officers.

2002-08 - 2004-09

#### IT Support Officer

*Seton Hospital, ME*

- Provided support for project managers and hospital Staff for 2 years.
- Prepared over 100 infrastructure performance analyses and reports.
- Implemented a new tracking dashboard, cutting manual data input by 80%.
- Successfully resolved over 200 issues in regards to IT infrastructure.

### Education

1999-09 - 2001-05

#### Master of Computer Science, University of Maryland

- Graduated Summa Cum Laude.
- Andersen Postgraduate Fellowship to study advanced nursing techniques.
- Managed a student project to develop a weekly nursing podcast.

1996-09 - 1999-06

#### Bachelor of Computer Science, University of Maryland

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

### Software

Microsoft Project

●●●●●●  
Excellent

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**Louise Kursmark**

A red circular graphic with a gradient, appearing as a semi-circle or a partial circle, located to the right of the name bar.

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*Corel WordPerfect 8 Complete Concepts and Techniques* Gary B. Shelly, Steven G. Forsythe, 1997 Part of the highly successful Shelly Cashman Series this text offers a screen by screen step by step approach to learning WordPerfect Covers beginning and advanced skills

*Administrative Assistant's and Secretary's Handbook* James Stroman, Kevin Wilson, Jennifer Wauson, 2012 A treasure trove of practical tips and invaluable tools for administrative professionals it doesn't get much better than this book BookViews.com

**Life after Graduation** Jean Leconte II, Dalvin Josias Sejour, 2023-10-31 In a world where change is the only constant the pathway to success is paved with adaptability resilience and an understanding of one's true self From navigating the complexities of the tech industry to mastering the art of personal branding the authors Jean Dalvin dive deep into the nuances of modern success Drawing on experiences from esteemed roles at Amazon Adobe Microsoft and more as well as internships at powerhouses like Facebook Snapchat and Goldman Sachs they decode the strategies that make or break careers But this isn't just a guide about climbing corporate ladders It's a holistic roadmap for anyone looking to chart a course in today's unpredictable landscape blending professional advice with personal anecdotes cautionary tales and invaluable life lessons Are you ready to redefine your

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**Management Information Systems** David Lee Anderson,2000 This text uses cases to explain Management Information Systems concepts within an industry perspective The cases are direct real and written in the late 90 s Each chapter contains specific sections to thoroughly present and explain the relevant information systems and business concepts Built upon extensive information technology sections this text includes contextual elements such as actual financial information and analysis the importance of data and the impact of technology on the manufacturing marketing and distribution processes An appropriate text for Management Information Systems

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