

DIRECTOR OF FINANCE

Summary

Program Manager / PMO Director Dynamic, versatile, hands-on Program Manager who leads teams to design and implement successful IT projects that align business and IT objectives and deliver rapid results Project Management | Strategic Planning | PMO Management Energetic, trusted, and detail-oriented Senior Program Manager and strategic solutions provider with outstanding project management and conflict management skills. Hand-picked by executive team to turn around underperforming programs; accomplished leader known and respected for leading successful change in projects and building credibility with executive teams and staff. Solutions driver who bridges the gap between business and technology with expertise in managing complex programs and multiple concurrent projects. Directs PMO teams to develop high-quality programs that solve business problems and provide tangible results for enterprise-level financial systems and legacy workflow systems. Conflict Management Turnaround Operations Staffing & Resource Management Risk & Issue Management Financial Modeling & Analysis Agile & Waterfall Methodologies Cost/Benefit Analysis Change Management Stakeholder Management

Accomplishments

- SENIOR FINANCIAL ANALYST / IT PROJECT / PROGRAM CONSULTANT Business Case Management | Sarbanes-Oxley | Process Improvement Directed IT financial planning and analysis for a \$120-million department--developed business cases, mitigated risks, and managed forecasting, operations, and budgets.
- Led all IT audits for Sarbanes-Oxley documentation and testing, as well process improvement initiatives.
- Improved Project Management processes through the implementation of a new business case template--enhanced project visibility to determine project status for Executive decision-making.
- Increased financial planning process effectiveness by 35% through the development and implementation of a capital budget cycle that ensured the accuracy and data integrity of all financial transactions.
- FINANCIAL MANAGEMENT ROLES: Children Toys, Inc.
- 2005) Directed global planning and analysis for a real estate and IT portfolio of \$550-million that included capital investments and post-spending analysis.
- Minolta Corporation (2004) Managed budgets, forecasting, and business case modeling initiatives for North American operations; improved 120 business processes that boosted productivity levels by 40% in only five months.
- Light Technologies, Inc.; Sprain, NJ (1995--2003) MANAGER, PROGRAM MANAGEMENT Multibillion-Dollar Budgets | Program Management | Cost Savings Managed all IT planning, forecasting, and business case management for the largest division at Light Technologies--a \$5-billion department; directed multibillion-dollar budgets, reporting, investment analysis, metrics development, and software implementation.
- Captured \$70-million in cost savings per year through implementation of a reverse logistics programs--reverse engineered the entire supply chain and reduced inefficiencies.
- Led initiatives for business cases of more than 350 projects within 80 programs ranging from manufacturing, IT services, to wireless strategy.
- Pioneered vision and implementation of a new IT financial analysis and internal project tracking process for four large IT departments including Business Communication Services IT, Manufacturing IT, and Services IT.
- Managed projects with varying levels of complexity and identified and mitigated potential risks; developed requirements, managed change control, and tracked schedules and cost performance while ensuring project activities aligned with business objectives.
- Early Career: Manager of Planning and Analysis, Phone Global Corporation.

Experience

Jan 2007 to Jan 2010

Company Name 1/4 City, State

- Led multi-functional technology teams and key contributor and mentor for a PMO office with up to 80 resources; managed development of innovative software systems and applications.
- Directed all services, resources, and project plans for major scalable enterprise solutions supporting \$1.2-billion with unique ability to drive transformational change in both business and technology leadership roles.
- Provided business analysis for projects of up to \$150-million that included requirements, success criteria, milestones, Key Performance indicators (KPIs), and Work Breakdown Structures.

DIRECTOR OF FINANCE Jan 2011 to Current

Company Name 1/4 City, State

- PMO Start-Up | Contract Management | PMO Management Trusted Financial Executive with CFO- and CIO-level responsibilities; adds transparency to IT and financial operations while adapting financial strategy to organizational goals.
- Program Manager over all IT projects--manage workloads, define deliverables, hire and mentor resources, conduct performance reviews, and ensure compliance with established PMO processes.
- Direct business forecasting and financial analysis activities and identify opportunities and risks along with action plans to ensure attainment of financial goals.
- Spearheaded the development of the first-ever Program Management Office; defined project management processes, including those related to requirements management, change control, and user acceptance testing.
- Captured 60% savings in projects costs in only five months--reengineered project plan and renegotiated contracts with new vendors; enhanced quality assurance and maintained timelines.
- Reengineered vendor policy to enhance quality assurance and to identify risks and issues at earlier stages during the project; manage contracts for all IT vendors including website development, hosting, IT operations, and IT applications development.

VP Jan 2010 to Jan 2012

Company Name i¼ City , State

- Off-Shore Project Management | Multimillion-Dollar Budgets | Global PMO Staff Top-performing Program Manager consistently sought out to reengineer troubled projects.
- Managed PMO staff in a matrix reporting structure consisting of 44 Global Project Managers and a department budget of \$15-million.
- Managed all projects, budgets, and strategic analysis for all programs.
- Prescribed solutions that provided quick ROI for maximum revenue productivity, service optimization, and system flexibility.
- Directed programs with up to 70 infrastructure and application projects--implemented vendor and financial strategies that improved project planning and reduced costs by 60% in only five months.

Education

Master of Business Administration , Business Economics/Finance State University i¼ City , State Business Economics/Finance

Bachelor of Science , Finance/Accounting Hoboken State University i¼ City , State Finance/Accounting

Skills

Budgets, budget, business analysis, contracts, Contract Management, Financial, forecasting and financial, financial operations, functional, leadership, mentor, Office, enterprise, optimization, organizational, performance reviews, processes, Program Management, Project Management, project planning, project plans, quality assurance, quick, reporting, strategy, strategic analysis, unique, website development