

Alexander Valen

IT Project Manager Role

Experienced IT Project Manager is looking for an IT project manager position within any given industry. 10 years of information technology experience. 11 years of project management experience. 11 years Business Systems Analyst experience. 8 years of Business Management experience.

Technical/Business Skills

Epic EMR Implementation	Requirement Elicitation	Team Building & Mentoring
Health IT	Requirements Analysis	Client Relations &
System Migrations/Integrations	Agile Methodology	Presentations
Enterprise wide Implementations	Data Process Activity	JIRA Confluence
Business Use Case Model	Diagram	Traceability Matrix
Stakeholder Context Diagram	Testing/QA/Rollout/Support	Risk Log
Stakeholder Plan	Requirement Breakdown	Issue Log
Project Charter	Structure	Decision Log
Familiar with CMMI	Business Requirements	Vendors Selection & RFP
Value Streaming	Communication Plan	Process
Test Plan	BABOK 3.0/BABOK	HP Quality Center
Test Matrix	Organization alignment	Business Case
DRE	Testing Coordination	Financial Analysis
Scrum project management	Facilitating System Demos and	Effective communication with,
Help Manage Risk	Solution Demos	Product Owners, and other
Drive relentless improvement	Continuous improvement	stakeholders
Facilitating major events and	Growth mindset	Escalate and track
processes of solutions	Ensuring strategy and	impediments
Addressing bottlenecks	execution alignment	Resource Allocation
	Drive collaboration between	
	teams and System and	
	Solution	

Work Experience

Aramark GBS | Nashville TN

Project Manager/Senior Business Systems Analyst 10/2019 to 06/2020

- Managed the requirements backlog of enhancements, Bugs, and new features for 4 platforms web and mobile.
- Scheduled and conducted daily scrum meetings and project status meetings
- Supported entire Project Life Cycle (SDLC) in an Agile Framework
- Supported Enhancements for web applications and mobile applications
- Communicated with Stakeholders effectively in defining and gathering requirements

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- Communicated with offshores developers and PMO effectively for requirements clarifications, testing timelines and reporting defects and resolutions.
- Supported two business lines Facilities 4 platforms and Healthcare Cleaning and Bed managements.
- Delivered training for 4 platforms for Stakeholders and new and existing clients.
- Performed gap analysis working with various data within the platforms.
- Performed impact analysis to identify risks associated with production releases during testing.
- Created, Analyzed Test Case Scenarios for each release for enhancements, bugs and new features.
- A pointed as Test Lead to test the 4 platforms in Sandbox QA environment before role out to production.
- Developed a SharePoint Application to assist stakeholders with requesting enhancements and reporting production issues and any additional data update application support.
- Setup and conducted requirement gathering, testing, process improvement and status sessions.
- Performed Data Gathering and Analysis with Power BI and SQL.
- Developed, maintained, and revised proposals for assigned projects including project objectives, technologies, systems, information specifications, timelines, and staffing.
- Established and implemented project communication plans and provided status updates to affected staff and stakeholders.
- Tracked and reported on key metrics deliverables, duration, benefits and communicated findings to project sponsors and upper management.

Blue Cross Blue Shields of South Carolina | Nashville TN

Scrum Master/Project Manager/Senior Business Analyst 07/2017 to 10/28/2019

- Meeting with Project Sponsor to identify business needs for the Project and business objectives.
- Led Requirements Gathering and Weekly Status Meetings.
- Managed the entire Project Life Cycle in either Waterfall/ Agile Methodology
- Managed the requirements gathering meeting sessions effectively with Validation and Verification.
- Captured requirement
- Ensured the Design Reviews and Concept Reviews have been met and validated
- Communicated effectively with Stakeholders, Project Sponsors, Developers and testers.
- 1+ year of Executive MBA

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- 11+ years' experience working on managing IT projects involving the implementation of SDLC project life cycle methodologies in Waterfall and Agile.
- Experienced implementing complex COTS (Commercial Off-the-Shelf) and 3rd Party Vendor software.
- Experienced managing a matrix team of associates, contractors and vendors with various skills and disciplines.
- Ability to build relationships, influence and negotiate without authority across all levels of IT and business units.
- Well organized with strong attention to detail.
- Excellent analytical, logical thinking, and problem-solving skills.
- Excellent verbal and written communication skills.
- Able to quickly become proficient with, a range of general and specialized applications, software, and hardware used in the organization and the industry.
- 11+ years' experience with Microsoft Office Suite.
- Ability to motivate groups of people to complete a project in a timely manner.
- Created and Monitored Risk log, Stakeholder plan, Requirements, Approvals, Issue log, Weekly Status Reviews, and Project and Testing Timelines.
- Utilized Microsoft Visio for data flow diagrams and MS Project for creating Milestones and Project Timelines and Baselines.
- Effectively conducted teleconference/face-face meetings and ensured productivity and
- Created and Managed Business Case Documents
- Managed Change Control and document version control
- Managed entire life cycle of vendor's selections.
- Created Vendors Evaluation Process and Vendors Evaluation Guide for 7 major vendors.
- Created Vendors Evaluation and Ranking Scorecards.
- Managed Vendors Demonstrations and Evaluations Process
- Managed and participated in the vendors RFP Process.
- Created Test Plans and Test Matrix Scenarios for numerous projects.
- In-depth understanding of user acceptance test plans and test matrices, project plans and scope and design documents.

Vanderbilt University Medical Center | Nashville TN
TEAM LEAD Epic Leap Implementation 01/2017 to 07/2017

- Managed a team of Epic Leap Implementation Consultants.
- Managed the test scenarios and workflow of Epic Leap Implementation Consulates
- Tracked issues via issues log and reported to support centers

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- Worked with Area Managers, Directors and Clinical Specialist as part of the gap analysis walk through.
- Always Operated with in Master Scope List to ensure business needs, current and future requirements of Epic Leap Implementation is met.
- Epic Leap Implementation gap analysis and walk through project
- Conducted a gap analysis walk through of every VUMC scheduled location
- Improved on current business process of data capture for increased efficiency and accuracy, and data integrity
- Attended QC sessions to ensure gap analysis updated scope and data capture is met
- Assisted with data and mapping cleanup.
- Improved on current mapping business process for increased productivity and faster equipment identification.
- Completed 1st Phase of the project two weeks early and under budget.

Prime Media Design | Tampa FL/Nashville TN 07/2010 to 01/2017

Project Manager/Consultant/Business Owner

- Analyzing, designing, implementing management systems and business process improvement projects.
- Interviewed stakeholders to gather requirements regarding web development projects
- Managed entire life cycle of web development projects for small business clients.
- Utilized Mockups in balsamiq and Flowcharts in Visio 2010-2016 to created Application Process Diagrams
- Managed Stakeholders conflict during meetings by feature logs and feature prioritization based on business needs.
- Managed entire life cycle of web development project
- Operated a successful web development shop (vendor management and freelancers)

KOC | Ahmadi Kuwait

Project Manager 01/2008 to 7/2010

- Managed entire life cycle of web development project
- Interviewed oil field engineers to develop stakeholders' requirements.
- Collaborated and managed a development session.
- Created Data Dataflow diagrams for current and future
- Managed Timelines and Milestones of the project in Microsoft Project
- Utilized SDLC lifecycle of in managing and developing the project

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- Organized group testing sessions to test functionality and usability of the web-based system before Implementation.
- Presented the system to Team leader and end users engineers.
- Implemented project on time and on budget
- Conducted and shared best practices and lesson learned.

Education

BABOK 3.0 PMO Organization Alignment	2019
Android/iOS Application Development	2019
Agile/Scrum Crash Course Certificate and Instruction documentation	2018
Epic Implementation Data Capture & Data Mapping	2017
Six Sigma	2017
Agile Project Management	2017
PMP (Project Management Professional Certificate Training)	2015
Rollins College Winter Park FL EMBA, Executive Master of Business Administration	2014-2015
UOP -Tampa, FL BS. Information Systems	2003-2007