Anne O'Leary

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Technical Project Manager

Project Planning & Delivery | SDLC Project Life Cycle Leadership | Resource Management

Technical Project Manager with proven ability to drive technical projects from planning, design and architecture through deployment. Advanced strengths in creating project strategies and roadmaps, coordinating/leading global project resources and overseeing the launch and post-implementation support of complex technologies. Skilled in partnering with executive leadership on strategic planning to drive the continuous improvement of processes.

Core Competencies:

Project Planning & Management	Software Development Life Cycle	Global Team Development/Leadership
Full Project Life Cycle Management	Stakeholder Engagement/Relations	Budgeting & Cost Control
Microsoft Project, Clarity & Jira	Strategy Development & Execution	Deliverables Management

◤ CAREER OVERVIEW

ABC BANK, New York, NY   2013 – Present

EPMO PROGRAM LEADER/SENIOR PROJECT MANAGER

Technical leader charged with establishing strategy and controls for project and program delivery. Partner with cross-functional and executive leaders to identify business requirements and implement processes/tools. Define and implement short- and long-range strategies for enhancing technologies and project/program management efforts across the organization. Develop and lead team of 5 direct report project managers.

- Selected to lead all projects for the $15M Program, handling all project tasks, including budgeting, vendor management and coordinating and leading up to 45 cross-functional project resources.
- Lead the full SDLC, including requirements gathering, design, build, change control, unit testing, system integration testing, user acceptance testing (UAT) and release planning.
- Implemented fraud screening and anti-money laundering software, ensuring successful adoption across the enterprise; resulted in a significant decrease in risk exposure.
- Managed a successful mobile responsive public facing internet presence after 2 prior failed attempts by other teams.
- Inherited the EPMO project, which was at-risk of not being completed on-time. Created the overall vision and project plan, established functional and operational policies, procedures and practices and realigned the project with reasonable schedule to ensure a successful launch of the new EPMO methodology.
- Requested by CIO to implement initial IT PMO through the introduction of new and enhanced processes, including refined intake process for projects, new stage gate model to identify gaps in requirements analysis, portfolio categorization, cross-functional project management meetings and program key performance indicators (KPIs).
- Developed a new intake process for ensuring requests were appropriately vetted prior to start-date; established standards for gathering requirements, determining business impact and coordinating with cross-functional leaders to provide greater transparency.

ABC CORPORATE, New York, NY   1999 – 2013

IT PROJECT MANAGER/ENTERPRISE IT PMO (2006 – 2013)

Led the full-scope of complex project delivery from concept through completion, including requirements analysis, risk management and capacity planning. Managed various projects, including data center moves, custom software development and commercial off the shelf software implementations, handling all tasks, including establishing project plans, conducting risk mitigation, building technical and product teams and facilitating project meetings.

- Led the planning and delivery of $2.8M global deployment of Lync infrastructure consisting of enterprise voice, audio, video, dial in, conferencing and mobile tools. Managed team of 15 global resources through requirements analysis, as well as the development and execution of business case and project plan.
- Established PMO structure and enterprise IT operations, including portfolio and project management guidelines mapped to PMI processes; introduced best practices, project management methodologies and governance standards to maintain internal control and regulatory compliance.
- Selected to take over as lead for the implementation of a global SharePoint platform used by 40K+ users, which was at-risk of failing. Refocused project plan and established a positive working culture, which brough the project back on track. Managed all project tasks, including allocating $8.4M budget, migrating existing system, integrating data sources, implementing extranet environment and leading team of 30 global cross-functional team members.
- Supported the relocation to Denver, CO by identifying and migrating systems to new hosting provider to manage local, regional and enterprise systems, as well as security infrastructure. Led team of 10 internal resources, 3 vendor subcontractors and 6 vendor specialists, completing migration with zero interruption to business continuity.
- Formed the Global Project Management Governance Group consisting of cross-functional leaders and resources charged with prioritizing global portfolio activities and technical initiatives.

DIRECTOR, INTRANET SERVICES (2000 – 2006)

Directed the Intranet Services function, overseeing the development of new tools and solutions to improve collaboration and internal control. Managed team of up to 9 direct reports responsible for the full product life cycle, including identifying requirements, establishing scope, feature implementation and enhancement, release planning and production support.

- Delivered end-to-end leadership of the development of Intranet, a $5.6M project. Oversaw team of 8 through the full SDLC for custom built application, as well as product marketing, support and content management. Launched product on-time and within corporate expectations
- Formed and led Global Intranet Steering Committee consisting of senior leaders and stakeholders across the global organization to implement project management initiations that aligned with business objectives.

SENIOR SOFTWARE ENGINEER (1999 – 2000)

Designed and implemented architectural, technical and functional aspects of proprietary Global Intranet Application based on ASP, ASP.NET, C# frameworks. Managed architectural consultations, code reviews and technical development.

◤ EDUCATION & PROFESSIONAL DEVELOPMENT

Master of Business Administration, Project Management | College University
Bachelor of Science, Management Information Systems | College University

Certifications:
Project Management Professional (PMP)
Project Management Agile Certified Professional (PMI-ACP)
Certified Scrum Manager (CSM)
Lean Six Sigma Black Belt
ITIL Foundation Certification