

**Stephen R.**

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## Professional Profile

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### Performance-Driven, Award-Winning Project Manager

Certified Project Management Professional and a recent master's program graduate with more than 15 years of experience in project management, engineering and consulting. Hold a Lean Six Sigma Green Belt.

- ✓ **Project management:** Well regarded by employers for ability to conceptualize and plan effectively with proven results in generating significant cost savings and increased profitability.
- ✓ **Process improvement:** Able to apply keen analytical skills in optimizing production processes to achieve greater efficiency as well as ensure standards compliance.
- ✓ **Quality assurance:** Highly skilled at identifying critical steps to ensure an increased level of performance across operating areas.
- ✓ **Team collaboration and leadership:** Possess excellent communication skills with the ability to work effectively as a project team member or leader; interact well with all staff levels including senior management.

### Additional Skills

Project Life Cycle Management | Systems Thinking | Hoshin Planning | Data Collection & Analysis | Project Evaluation | Budgeting | Risk Management | Continuous Improvement | ISO 9000 | Kaizen | Kanban  
Product Development | Lean Six Sigma | Lean Manufacturing | JIT | Team Development

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## Education

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**Master of Science – Project Management**, State University, City, State 2014

- **GPA:** 3.90
- **Recognition:** Selected by faculty to receive academic award from Phi Kappa Phi, the nation's oldest, largest and most selective collegiate honor society, as a result of placing in the upper 10% of graduating class. Also, wrote a paper about a project management initiative that was nominated for Paper of the Year by the Project Management Institute.

**Bachelor of Science in Industrial Technology**, State University

**PMP certification:** Project Management Professional – Project Management Institute, Newtown Square, PA

**Additional certifications:** Certificate in Project Management – State University; Lean Six Sigma Green Belt – City Health, City, State

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## Professional Experience

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**PRODUCT DESIGN**, City, State

2009–Current

### Self-employed

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Design motorcycle parts and refurbish various used products for sale online as an independently employed product designer.

- Designed an LED/HID motorcycle headlight; available in six styles and includes a “halo ring” that matches the color of the purchaser's bike. Market headlights online, through word of mouth, and at custom motorcycle shops. Also designed a customizable LED motorcycle horn cover.
- Refurbish Mercedes rims, Harley motorcycle parts, and Kirby vacuum cleaners and sell online.

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**Professional Experience, Continued**

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**EMPLOYER ABC, City, State**

2006–2009

**Project Manager**

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Oversaw projects in partnership with Business and IT units from inception through rollout and production for this regional healthcare provider. Assisted Business Manager with implementing project management processes and techniques as well as with analyzing project metrics and performances and adhering to employer's project management standards.

- Managed projects with budgets of up to \$1.8M and up to 100 staff members at hospitals, clinics and other locations throughout Wisconsin, both on-site and remotely.
- Directed multiple projects including software implementations, upgrades and migrations. Managed all project lifecycle aspects.

**EMPLOYER DEF, City, State**

2005–2006

**Project Manager**

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Led the implementation of innovative entertainment software development processes for PCs and the next generation of PlayStation and Xbox gaming consoles for this computer game developer. Assisted with internal development phases, including planning, scheduling, budgeting, staffing and programming.

- Managed projects with budgets of up to \$20M and up to 80 staff members.
- Reduced product development time and increased team productivity by streamlining the product build process. Also synchronized project management processes by creating a structure that standardized development procedures.

**INDUSTRIAL PARTS DESIGN, City, State**

2001–2005

**Independent Contractor**

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Designed parts for a John Deere supplier as an independently employed product designer.

- Implemented initiatives resulting in improved quality and cost reductions for clients.
- Conducted time and motion studies; prepared bills of materials, routings and work instructions

**EMPLOYER GHI, City, State**

1999–2001

**Project Manager & Manufacturing Engineer**

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Directed strategic product development and engineering initiatives for this ISO 9000 manufacturer of kitchen products. Interacted with management team in coordinating and leading projects, translating business needs into executable manufacturing solutions.

- Spearheaded projects from conception to completion, ranging from \$50K to \$1M.
- Led project teams comprised of 3 to 25 individuals.

**EMPLOYER JKL, City, State**

1998–1999

**Project Engineering Manager**

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Managed client project accounts for this provider of project and manufacturing engineering services. Responsibilities included gathering pre-sale information and defining project timelines and cost estimates.

- Devised structured, client-specific manufacturing improvement programs, including ISO 9000 as well as product design and development, assessment, and benchmarking initiatives.
- Met program cost objectives, tracked program performance through earned income, and implemented a cost-reporting system as well as other cost-tracking methods.

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**Technical Skills**

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MS Project, MS Project Server, SharePoint, QuickBase, ProSight and DevTrak.