PETER DAVIS

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IT MANAGEMENT PROFESSIONAL

PROJECT MANAGEMENT | DIGITAL MARKETING | WEB DESIGN

Strategic and creative thinker with over 15 years of wide-ranging professional experience in large scale, multi-year program and operational leadership, online marketing, technical management, business analysis and training. Demonstrated expertise in all aspects of management including team development, resource management, budget management, project management, and operational excellence. Analytical thinker with strong attention to detail applies a logical, common-sense approach in seeking consensus and practical, workable solutions to problems. Enthusiastic, humorous, and effective communicator able to produce optimum team performance. Tech Community leader and public speaker.

—— CAREER HISTORY ——

RSM US, Jacksonville, FL   **2021-present**
Project Manager, Netsuite/OpenAir
- Lead implementations of ERP and Professional Services Automation software often in context of full Quote to Cash optimizations with multiple integrations.
- Used tools per company PMO standards, policies and systems including Smartsheet, advanced Excel, Jira and Confluence.
- Utilized a hybrid waterfall and agile project delivery methodology with a collaborative approach to implement complex software systems.
- Manage projects with budgets up to approximately $1.3M and teams of 10-50 stakeholders.
- Manage all aspects of Projects including Scope, Resources, Budget, and Communications.

311 MEDIA, Gainesville, FL   **2006–Present**
Owner - Marketing/Technology/Web Consultant
- Clients include medium and small business, higher education and elementary education.
- Manage IT for private K-8 schools including classroom technology, network infrastructure and devices.
- Teach web, general technology, Internet research, physical education and project management courses to K-8 students and adult learners.
- Develop technology and web marketing and communications strategies.
- Implement web marketing and social media strategies and investigate additional opportunities for online marketing including Google AdWords, Google Analytics and Search Marketing.
- Manage offshore resources on web projects for small and medium business clients.

TOP STEP CONSULTING, INC, Gainesville, FL   **2020 – 2021**
Senior Project Manager
- Lead implementations of web-based Professional Services Automation software often in context of full Quote to Cash optimizations with multiple integrations.
- Lead PMO creation including standards, policies and systems including OpenAir, Jira and Confluence.
- Utilized a hybrid project delivery methodology using a team-oriented approach.
- Manage projects with budgets up to approximately $1M and teams of 6-30 stakeholders.
- Manage all aspects of Projects including Scope, Resources, Budget, and Communications.

- Assisted with online marketing include website design and optimization, content management and development, and search optimization.

INFO TECH, INC., Gainesville, FL   **2018 – 2020**
Project Manager
- Lead implementations of web-based construction software.
- Implement Agile methodologies for software projects using a team-oriented approach.
- Manage projects with budgets up to approximately $2M and teams of 4-20 stakeholders.
- Manage all aspects of Projects including Scope, Resources, Budget, and Communication.
- Documented and Improved Operational Processes and Project Management Approach.
- Designed and Developed Reports, Dashboards and Visualizations using data analytics tools.
- Manage relationships with vendors and other departments including Security, Infrastructure, and IT.

UNIVERSITY OF FLORIDA, SCHOOL OF MEDICINE, Gainesville, FL   **2015 – 2018**
Project Manager/Information Technology Manager
- Provided leadership of the IT team including budget, strategy, special projects and operations.
- Led Implementation of Epic Beaker for University of Florida Pathology Lab.
- Managed all aspects of Projects including Scope, Resources, Budget, and Communication.
- Provided Operational Support for Epic Lab Module/Beaker (Beaker AP Certified)
- Managed operations and projects with budgets up to $6M.
- Created IT strategy and vision in collaboration with Leadership.
- Managed relationships with vendors and other departments including Security, Infrastructure, Medical Instruments and Network Support.
- Implemented Agile methodologies for critical software projects using a team-oriented approach.

CROWN PARTNERS NOW SAPIENTRAZORFISH (CONSULTING FIRM), Dayton, OH   **2013 – 2014**
Senior Project Manager
- Successfully managed all aspects of web development and Information Technology project engagements, including planning, delivery, resourcing, financial reporting and invoicing for retail and commercial clients.
- Effectively led cross functional domestic and international project teams in high value, large scale web and content management projects using Waterfall and Agile methodologies.
- Created project management plans, schedules and governance documents; monitored progress against schedule.
- Oversaw scope, cost, schedule, reporting and contractual adherence to deliverables performance.
- Contributed to business development and proposal development efforts by creating work estimates and packages.

CAPGEMINI US (CONSULTING FIRM), Atlanta, GA   **2012 – 2013**
Senior Project Manager
- Successfully managed all aspects of web development and Information Technology project engagements, including planning, delivery, resourcing, financial reporting and invoicing for retail and commercial clients.
- Effectively led cross functional domestic and international project teams in high value, large scale web and content management projects with up to $1M budgets.
- Created project management plans, schedules and governance documents; monitored progress against schedule.
- Oversaw scope, cost, schedule, reporting and contractual adherence to deliverables performance.
- Contributed to business development and proposal development efforts by creating work estimates and packages.

Z, INC./Z, FEDERAL (GOVERNMENT CONTRACTOR), Silver Spring, MD   **2006 – 2012**
Senior Management Analyst, Project Manager
- Spearheaded the execution of complex IT development projects including information design/architecture, web development, and database systems development for key clients including US Department of Energy, Energy Information Administration (EIA) and Federal Deposit Insurance Corporation (FDIC).
- Managed multiple large scale web development projects simultaneously with up to $500K+ budgets and up to 5 resources.
- Developed and implemented a web strategy for Federal clients including content development and management, usability, search engine optimization (SEO/SEM), web analytics and social media.
- Developed enterprise-scale web applications and websites using Dreamweaver, ColdFusion, Oracle and SQL Server for production on eia.gov.
- Worked with the PMO to develop templates for web and content management projects suitable for smaller project types.
- Successfully implemented a Content Management System ($800K budget, 15 domestic and international resources).

ACADEMIC CREDENTIALS & PROFESSIONAL DEVELOPMENT

UF Managers Cohort Training Program	UF HUMAN RESOURCES
Epic Beaker AP Certification 2016	EPIC SYSTEMS
Project Management Professional (PMP) 2012-2017	PROJECT MANAGEMENT INSTITUTE
Certified Scrum Master (CSM) CURRENT	SCRUM ALLIANCE

Bachelor of Science
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY, BLACKSBURG, VA

CORE COMPETENCIES

Team Leadership • Agile Methodologies • Information Management Systems • Data Analytics • SEO/SEM • Ecommerce • UX Design • Online Marketing • Web Design/Development • Technology Training

TECHNICAL EXPERTISE

Project Management Systems: OpenAir, Smartsheet, Jira, Confluence, MS SharePoint, MS Project
Programming: HTML, CSS, JavaScript, ColdFusion, PHP, SQL, APIs
Graphic/Productivity Tools: Adobe Creative Cloud; Dreamweaver, Fireworks, MS Office, MS Visio
Database: MySQL, Oracle 10i, MSSQL, MS Access
Content Management: Adobe ECM, WordPress, Concrete5
Analytics: Power BI, Google Analytics/Data Studio, Adobe Analytics (Omniture)
Information Design: Discovery, Content Analysis, UX Prototyping and Design, Web Usability, Data Visualization/Mapping, Wireframes