

CONTRACTS (C2C/1099)

<u>Project Mgr – Supply Chain</u>	General Mills	Remote	2022-2023
<ul style="list-style-type: none">Performed high level project management for cross functional supply chain programs and; Learning and development tasks. Partnered with key project stakeholders, providing consultative solutions; regularly attended project meetings; managed offshore ID team members for development of learning content; managed project plan tracking and scheduling of tasks.			
<u>Project Mgr/Learning & Development</u>	Accenture	Remote	2021 – 2022
<ul style="list-style-type: none">Performed virtual eLearning design in collaboration with off-shore media team. Attended team meetings, provided curriculum design for blended learning solutions, offered recommendations for micro learning/video formats. Managed tasks within Lean/Agile framework.			
<u>Project Mgr/Lead Learning Consultant</u>	Ingersoll-Rand	Remote	2019 – 2020
<ul style="list-style-type: none">Provided curriculum design for an ERP implementation of Salesforce.com Lightning; created job functional, new hire user guides and job aides as well as facilitator materials in preparation of training events to transition job functionals areas from Salesforce Classic into Salesforce Lightning.			
<u>Jr. Project Mgr/Lead Sales Trainer</u>	Sprint	Remote	2017 – 2018
<ul style="list-style-type: none">Provided virtual and classroom-based new hire training for retail store sale staff; performed train-the-trainer sessions for junior contract trainers in preparation for go-Live. Utilized various industry technologies to support customer service success.			
<u>Lead Workforce Trainer</u>	Exelon	Remote	2016
<ul style="list-style-type: none">Provided classroom-based facilitation for the newly implemented eTime (Time Reporting) system. Management and administrative staff attended my Basic, intermediate, and advanced skilled hands-on training sessions.			
<u>Project Mgr/Sr. Instructional Designer</u>	AMEX Travel & Leisure	Remote	2016
<ul style="list-style-type: none">Provided project management, virtual delivery, train-the-trainer support and instructional design for American Express Travel and Leisure Services as part of their Global Learning and Development team.			
<u>Salesforce.com Trainer</u>	XO Group	NYC	2015
<ul style="list-style-type: none">Support new hire sales staff training with instructional design of user documentation and classroom-based training for the implementation of Salesforce.com.			
<u>LMS Admin/Workforce Systems</u>	NY Presbyterian Hospital	NYC	2013-2014
<ul style="list-style-type: none">Supported hospital-wide Kronos and payroll application implementations, developed an online training admin process via Cornerstone LMS for organization; provided instructional design/eLearning development for customized learning of Kronos modules. Delivered leadership classes on Analytics tool; provided hospital wide communications related to implementation.			
<u>Lead Systems Trainer</u>	City of New York	NYC	2003; 2012
<ul style="list-style-type: none">Lead Trainer for the “311 Call Center”Provided classroom delivery of a CRM system to the Department of Homeless Services (DHS) staff, providers, and shelter staff throughout New York City.			

ADDITIONAL CONTRACTS:

Jr. Project Manager	Viacom	New York, NY	8/2010-12/2010
Project Analyst	Pfizer, Inc.	Groton, CT & NY	1/2008-5/2008
Project Analyst	Pfizer, Inc.	Groton, CT & NY	5/2004-2/2005
Jr. Project Manager	JPMorgan Chase	New York, NY	5/2001-5/2002
Lead Systems Trainer	Deutsche Bank	New York, NY	11/1999-9/2000