experience Summary

Dimitri Soares is an experienced Project Management Institute Certified Professional Business Analyst. He has eight years of experience within the information technology industry focused on delivering successful solutions.

Experience Details

Booz Allen Hamilton, Inc – Senior Consultant – Business Analyst - Quality Assurance Tester 03/2022 to Present

U.S. Department of Treasury, Internal Revenue Service

* **Project**: The Enterprise Case Management business-driven transformation program that will modernize and migrate business processes into an end-to-end enterprise solution.
  + Action: Contributed to the support of the implementation and management of ELC and One Software Development Life Cycle frameworks.
  + Result: Executing crucial ELC\_and SAFe artifact documentation to deliver high-quality software meeting client’s expectations.
* Cooperated with the documentation, workflows, and templates for lifecycle management.
* Gathered, analyzed, and documented business requirements related to ELC and SDLC processes.
* Engaged and proposed ELC and SDLC standards, ensuring all teams understand and adopt best practices.
* Provided guidance and facilitated the stakeholder’s understanding of the project’s lifecycle stages.
* Evaluated existing ELC and SDLC processes collaborating towards the enhancements for standardization.
* Monitored risks associated with non-compliance to ELC and SDLC frameworks.

U.S. Department of Treasury, Office of the Chief Information Officer

* **Project**: Supported the OCIO Digital Service Program. As a Business Analyst/Q.A. Tester for the PIV Data Synchronization project to facilitate the synchronization of identity data across enterprises, bureaus, and external federal systems (e.g., USA Access).
  + Skill: Designed and executed test plansto ensure business requirements and functional specifications were implemented properly and met objectives, developed User Acceptance Testing Test Plan template.
  + Result: Participated in the implementation of PIV Data Synchronization that facilitates Employees building security access across enterprises, bureaus, and external federal
* **Project**: An enterprise program to deploy a common API framework and development across the Treasury’s Bureaus to enable future identity management capabilities.
  + Skill: Performed quality assurance testing of software functionality to validate that fixes were successful test plans to meet weekly, monthly, and quarterly releases.
  + Result: Communicated results, findings, and roadblocks effectively across various stakeholder groups to ensure all risks and issues were addressed according to the project’s timeline and execution schedule.
* Obtained experience with the project management Scrum methodology and project management software, JIRA from his latest project. Specifically, Mr. Soares worked within a JIRA dashboard to track testing validations, results, and documentation.
* Established, documented, and maintained test cycles, tests, and test steps.

Sanametrix Inc, Institute of Educational Sciences - Department of Education - Business Analyst 01/2017– 03/2022

Provided support under the Education Statistics Institute Network. Under the umbrella of the Institute of Educational Science – National Center for Education Statistics. As a Security Specialist provided support for all incoming Public Trust Application requests. As a Business Analyst identified the main problem the client faced. Incorporated new systems, features, and updates using industry-leading technologies.

* Incorporated new systems, features, and updates using industry-leading technologies, including Microsoft’s IIS (Internet Information Services) web server, Windows Servers, and SQL Server database.
* Effectively communicated insights and plans to cross-functional team members and management.
* Documented requirements into epics and user stories with well-defined and detailed acceptance criteria to support a $1.5M contract.
* Established an improvement analysis that included the Lean Six Sigma methodology tools to support a 1.5M project.
* Communicated aspects of the product to help the team understand the critical context needed every day to make the appropriate detailed decisions and designs.
* Collected key insights across the $5M federal implementation project into succinct and actionable business insight reports for key stakeholders, ensuring that our customer's leadership had the information they needed to make strategic decisions.
* Led key program management areas for a $2M federal project ensuring resources were shifted on a proactive basis to maximize focus on high-priority areas to keep the project on time & budget Managed the communication of key stakeholder insights to cross-functional team members & management leading to the deployment of 229 new software product features that exceeded customer expectations for a $1.5M project.

CERTIFICATIONS

* Project Management Institute: Professional Business Analyst (2022)
* Agile Product Owner LinkedIn Learning **(**2022**)**
* Lean Six Sigma Institute – Yellow Belt (2022)
* Agile Alliance- Certified Scrum Master (20223)

Education

 Bachelor of Arts: Communication Studies, Bloomsburg University of Pennsylvania 2016