

PROFESSIONAL EXPERIENCE

Fort Lauderdale, FL 03-2024 – Present

Oversaw project plans, budget, deliverables, activities, and timelines, ensuring milestones were successfully met throughout the implementation and consolidation project with an e-commerce business core application for Latin America.

06/22 – Feb 2024

Proactively communicate the project's progress on an ongoing basis to ensure transparency throughout the project lifecycle. Provide leadership and key stakeholders with the information and venues to make effective, timely decisions.

07/21 – 5/22

Engaging in project planning activities, including but not limited to Defining the overall scope of the project; Creating and maintaining a consolidated timeline/schedule highlighting the major milestones and associated dates for project activities; Identifying and communicating project dependencies and impacts; Putting mechanisms in place to ensure on-going control of the project (E.g., Kick-off meeting, overall Project Management Approach, Communication Plan, Risk Management, Issues Management, Change Control, etc.) reporting, monitoring, requirements gathering, assembly, and successful coordination of project delivery.

Proactively communicate the project's progress on an ongoing basis to ensure transparency throughout the project lifecycle. Provide leadership and key stakeholders with the information and venues to make effective, timely decisions.

Mindlance Inc - American Express Project Manager Union, NJ 10/20 – 06/21
Manage EMV credit card payment processes in the US and LAC regions. Provided product certification and testing to ensure cloud/global flexibility, time zone, and acceptance of all market compliances for chip payment products, associated processes, and certification solutions of database architecture with the management team's internal and offshore developers.
Managed digital projects certification of all projects from start to finish process phases within the Market solutions, supported the direct team in the authoring of Project Charters, BRDs & Test Plans, and overall project execution of Issuers/Acquirers.

Mogul Capital LLC Project Manager, Orlando, FL 3/16 – 9/20
Led multiple projects in the Latin America Region of cloud infrastructure/application Retail/Manufacturing – Data Warehouse/Call Center build using AutoCAD by prepare and present design proposals to clients for approval with contractors and engineer involved in the project for implementation consolidation, encouraged employees to ensure deadlines and expectations were met, managed project plans, budget, deliverables, activities, and timelines, and provided Admin support relating to procurement functions. Ensure greater cost efficiency/agility, improved reliability, and a project cloud business core application. Coordinate team participation to optimize performance, planning, execution, implementation/testing for the full roll-out of POS and servers throughout Latin America stores.
Oversaw project plans, budget, deliverables, activities, and timelines, ensuring milestones were successfully met throughout the implementation and consolidation project with an e-commerce business core application for Latin America.

Broward Sheriff's Office Posse Deputy Sheriff Broward, FL 03/07 - Present
The Sheriff's Posse functions as an auxiliary unit of the Broward Sheriff's Office (BSO). It is comprised entirely of volunteers, aiding our office and augmenting our manpower during times of need. Assist staff with public records standards and guidelines.
Organize and maintain the HR Department's records.
Assist staff with public records standards and guidelines.
Organize and maintain BSO public records.
Develop and implement public records maintenance and storage alternatives, including computerized records imaging and/or micrographics, with indexing and related documentation.
Retrieve public records as needed. Deposit public records per state guidelines.
Respond to all public records requests on time, providing documents that have been redacted under the law.

EDUCATION

DeVry University - **Bachelor - Technical Business Management** 2010
Florida Atlantic University - **Executive Certification in Project Management** 2011
Senasofiaplus.edu.co **Human Resources** Currently Attending

TECHNICAL SKILLS

Jira SDLC, MS Program/Project, Planview PPM, Clarity PPM, Confluence, Visio, SharePoint 2010, MS Office. Hyperion, AutoCAD, PMBOK, SDLC/Agile, Waterfall Methodologies, Network MCSE, ISO858/Scrum training. AS/400, JDE, ATM's, P.O.S., Cognos Powerhouse, Sabre, MS Outlook,