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IT Professional with over 10 years of experience specializing in IT department management for international logistics companies. I can implement effective IT strategies at local and global levels. My greatest strength is business awareness, which enables me to permanently streamline infrastructure and applications. Striving to leverage my skills at SanCorp Inc.

#### Experience

2006-12 - present	Senior Project Manager
	Sieton Hospital, ME
	<ul> <li>Oversaw all major hospital IT projects for 10+ years, focus on cost reduction.</li> </ul>
	<ul> <li>Responsible for creating, improving, and developing IT project strategies.</li> </ul>
	<ul> <li>Implemented the highly successful Lean Training and Six Sigma projects.</li> </ul>
	<ul> <li>Cut costs by 32% in less than six months.</li> </ul>
	<ul> <li>Reduced the costs of IT maintenance in 2015 by successfully rebuilding the server infrastructure resulting in</li> </ul>
	over \$50'000 of annual savings.
2004-09 - 2006-12	Junior Project Manager
	Seton Hospital, ME
	<ul> <li>Streamlined IT logistics and administration operation cutting costs by 25%</li> </ul>
	<ul> <li>Diagnosed problems with hardware and operating systems.</li> </ul>
	<ul> <li>Successfully migrated two servers to new data architecture.</li> </ul>
	<ul> <li>Maintained the user database of over 30000 patients.</li> </ul>
	<ul> <li>Managed project for lean training for all IT Support Officers.</li> </ul>
2002-08 - 2004-09	IT Support Officer
	Seton Hospital, ME
	<ul> <li>Provided support for project managers and hospital Staff for 2 years.</li> </ul>
	<ul> <li>Prepared over 100 infrastructure performance analyses and reports.</li> </ul>
	<ul> <li>Implemented a new tracking dashboard, cutting manual data input by 80%.</li> </ul>
	<ul> <li>Successfully resolved over 200 issues in regards to IT infrastructure.</li> </ul>
Education	
1999-09 - 2001-05	Master of Computer Science, University of Maryland
	Graduated Summa Cum Laude.

Andersen Postgraduate Fellowship to study advanced nursing techniques.

Bachelor of Computer Science, University of Maryland

Managed a student project to organize a conference for 50+ professionals.

Managed a student project to develop a weekly nursing podcast.

Member of Student Association of Computer Science.

## Software

1995-09 - 1999-06



Graduated Summa Cum Laude.

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**Kathleen Armour** 

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The Complete Idiot's Guide to the Perfect Resume Susan Ireland,2006 An updated and revised edition of one of Alpha Books top career guides helps readers put together an attention grabbing resume that will help land them their dream jobs The book includes dozens of sample resume styles an action plan for a successful job search and professional advice on creating cover letters finessing the toughest interview and writing thank you and follow up letters More concise step by step information for creating a resume for a variety of commonly faced situations including career change employment gaps age discrimination and layoffs An increased emphasis on the combination resume the chronological format with skill headings within each job title section which has become one of the most widely accepted formats by employers Arms job seekers with a clear understanding of the principles of creating a great resume allowing them to adapt and apply those principles to their own personal situation no matter how difficult that situation may be **Resumes For Dummies** Joyce Lain Kennedy,1998-05-29 Contains tips and suggestions for creating a resume that will be noticed by prospective employers includes information on choosing a format drafting a summary statement using key words and formatting a digital resume

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#### **Table of Contents Resume Template Best**

- 1. Understanding the eBook Resume Template Best
  - $\circ$  The Rise of Digital Reading Resume Template Best
  - Advantages of eBooks Over Traditional Books
- 2. Identifying Resume Template Best
  - Exploring Different Genres
  - Considering Fiction vs. Non-Fiction
  - Determining Your Reading Goals
- 3. Choosing the Right eBook Platform
  - Popular eBook Platforms
  - $\circ\,$  Features to Look for in an Resume Template Best
  - User-Friendly Interface
- 4. Exploring eBook Recommendations from Resume Template Best
  - Personalized Recommendations
  - Resume Template Best User Reviews and Ratings
  - Resume Template Best and Bestseller Lists
- 5. Accessing Resume Template Best Free and Paid eBooks
  - Resume Template Best Public Domain eBooks

- Resume Template Best eBook Subscription Services
- Resume Template Best Budget-Friendly Options
- 6. Navigating Resume Template Best eBook Formats
  - ∘ ePub, PDF, MOBI, and More
  - Resume Template Best Compatibility with Devices
  - Resume Template Best Enhanced eBook Features
- 7. Enhancing Your Reading Experience
  - Adjustable Fonts and Text Sizes of Resume Template Best
  - Highlighting and Note-Taking Resume Template Best
  - Interactive Elements Resume Template Best
- 8. Staying Engaged with Resume Template Best
  - Joining Online Reading Communities
  - Participating in Virtual Book Clubs
  - Following Authors and Publishers Resume Template Best
- 9. Balancing eBooks and Physical Books Resume Template Best
  - Benefits of a Digital Library
  - Creating a Diverse Reading Collection Resume Template Best
- 10. Overcoming Reading Challenges
  - Dealing with Digital Eye Strain
  - Minimizing Distractions
  - Managing Screen Time
- 11. Cultivating a Reading Routine Resume Template Best
  - $\circ \ \ Setting \ Reading \ Goals \ Resume \ Template \ Best$
  - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Resume Template Best
  - Fact-Checking eBook Content of Resume Template Best
  - Distinguishing Credible Sources
- 13. Promoting Lifelong Learning
  - Utilizing eBooks for Skill Development
  - Exploring Educational eBooks

- 14. Embracing eBook Trends
  - Integration of Multimedia Elements
  - Interactive and Gamified eBooks

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