

John Smith

IT Project Manager

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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

Seton Hospital, ME

- Oversaw all major hospital IT projects for 10+ years, focus on cost reduction.
- Responsible for creating, improving, and developing IT project strategies.
- Implemented the highly successful Lean Training and Six Sigma projects.
- Cut costs by 32% in less than six months.
- Reduced the costs of IT maintenance in 2015 by successfully rebuilding the server infrastructure resulting in over \$50'000 of annual savings.

2004-09 - 2006-12

Junior Project Manager

Seton Hospital, ME

- Streamlined IT logistics and administration operation cutting costs by 25%.
- Diagnosed problems with hardware and operating systems.
- Successfully migrated two servers to new data architecture.
- Maintained the user database of over 30000 patients.
- Managed project for lean training for all IT Support Officers.

2002-08 - 2004-09

IT Support Officer

Seton Hospital, ME

- Provided support for project managers and hospital Staff for 2 years.
- Prepared over 100 infrastructure performance analyses and reports.
- Implemented a new tracking dashboard, cutting manual data input by 80%.
- Successfully resolved over 200 issues in regards to IT infrastructure.

Education

1999-09 - 2001-05

Master of Computer Science, University of Maryland

- Graduated Summa Cum Laude.
- Andersen Postgraduate Fellowship to study advanced nursing techniques.
- Managed a student project to develop a weekly nursing podcast.

1996-09 - 1999-06

Bachelor of Computer Science, University of Maryland

- Graduated Summa Cum Laude.
- Member of Student Association of Computer Science.
- Managed a student project to organize a conference for 50+ professionals.

Software

Microsoft Project

●●●●●●
Excellent

Resume Template Top

Gary Burnison



Resume Template Top:

Top Notch Executive Resumes Katharine Hansen, 2025-09-12 Branded resumes that illuminate the candidate's unique value proposition and ROI are a must in today's quest for the executive suite. Top Notch Executive Resumes not only explains how to integrate branding into career marketing communication but also how to craft resumes that address your fit with the organization's mission and meet an employer's specific business needs. Hansen instructs high-level professionals in framing past accomplishments so that the employer can visualize the executive's strategic vision and industry insights as well as what he or she can contribute. Highlights of the book include a huge collection of resume samples in cutting-edge formats organized by profession for easy navigability. Examples of a wide variety of complementary documents including leadership profiles and executive bios that top-level professionals need to round out their executive portfolios. Special additional features including the preferences and peeves of hiring decision makers, guidelines for working with recruiters, frequently asked questions, and case studies detailing complete job search marketing campaigns. Let Top Notch Executive Resumes get you into that corner office.

Nursing Resume Templates and Job Guide by Nurse Sarah, 2023-11-05 Nursing Resume Templates and Job Guide by Nurse Sarah. This updated eBook guide template bundle will walk you step by step through the entire nursing job process. You'll learn how to do the following: Create a stunning resume and matching cover letter. 16 professionally designed templates included with eBook that you will download. The instructions on how to download are found in the last chapter. Ace your nursing job interview with the most common job interview questions. Includes sample answers. Getting letters of recommendation. Putting together your nurse portfolio. Tips for finding your first nursing job and getting hired fast. Tips to transition from nursing student to new nurse. Talking to doctors. Common struggles, etc. Advancing in your career. And more. See table of contents. As an extra bonus, you will get in the eBook 3 of Nurse Sarah's cheat sheets: common antidotes, lab values, and medication administration routes abbreviations. Nurse Sarah BSN RN is the lead educator for the RegisteredNurseRN brand. Her YouTube channel has over 2.6 million subscribers and hundreds of millions of views from around the world.

Canva For Dummies Jesse Stay, 2025-01-29 The essential guide to the popular beginner-friendly graphic design platform. Canva For Dummies is a beautiful full-color reference covering everything you need to create dazzling visual materials in Canva Free and Pro versions. Discover all tools, templates, and features at the ready. Plus, utilize expert tips and tricks to improve your design and visual communication skills. Start with basic functionalities and graphic design principles and then work your way up to more complex design tasks with ease. Canva For Dummies also covers Canva's new AI tool, Magic Studio, so you'll be up to speed on everything this cool app can do. Plus the useful case studies and practical design projects inside are sure to ignite your creativity. Create effective social media posts, presentations, brand style guides, and everything in between thanks to the helpful guidance in this book. Understand the Canva interface and get a primer on graphic design. Explore advanced tools and techniques including Canva's new AI tool, Magic Studio. Create

engaging visuals for business social media and beyond Utilize Canva hacks and trends to make your graphics pop This handy guide is for everyone answering all your questions whether you re new to the platform or a current user Rock your next design project with Canva For Dummies *Lose the Resume, Land the Job* Gary Burnison,2018-02-01 Lose the R sum breaks down every aspect of job hunting explaining what matters and what doesn t The New York Times Book Review Lose the resume and land that coveted job Gone are the days of polishing up your resume and sending it out at random At every level today you need to lose the resume in order to land the right job In other words you have to learn to tell a story about yourself that speaks to your competencies purpose passion and values Lose the Resume Land the Job shares the new rules of engagement How you must think act and present yourself so you can win Based on inner exploration drawn from the IP of the world s largest executive recruiting firm the book gleans insights and stories the good the bad and sometimes the ugly from Korn Ferry recruiters across the globe who work with thousands of candidates each day It helps you gain a deeper perspective on who you are what you re passionate about the cultures in which you fit the kind of bosses you should work for and where you can bring the most value to organizations Includes assessments questionnaires and other tools Candid advice for young professionals through middle managers Offers trusted guidance from the same firm that has shown 8 million executives how to achieve their career goals and that puts a professional in new job every three minutes Helps you build a plan for the future so you can contribute more to the next employer Getting a job and more importantly building a career has never been more complex Lose the Resume Land the Job helps you score the positions that align with your passion and match your attributes and that will put you on a trajectory toward bigger and better things *THE "INSIDER'S" SECRET TO LANDING YOUR DREAM JOB IN TECH* Dr. Iftekhar Ahmed Shams,2023-03-11 This book will help you get your dream job and reach your full potential After working and talking with over 50 FAANG Big Tech Firms executives I have designed this book to teach you how to present your best self to your next employer This book will cover a proven step by step approach designed to help you get any job you want This book will help you Get any job you want Build the perfect resume using the Harvard Business School Resume Format Learn how to write an impactful cover letter that creates a lasting impression Interview better than anyone else and turn your weaknesses into strengths Build the perfect LinkedIn profile Get more recruiters employers to find you Network better than anyone else so you can get your dream job Master answering questions specific to your role as a Scrum Master Data Visualization Analyst UX Designer etc Interview tips from the hiring manager

Business Insider with a Teenager Shirley Martin Wang,2020-04-13 1 BOOK TO LEARN HOW TO LAUNCH A BUSINESS AS A TEENAGER Shirley Martin Wang introduces a no bulls it step by step guide for teenagers to dominate the business industry before they turn 18 from landing your ultimate dream job to defying stereotypes about teenage entrepreneurs In this book you ll learn about starting a business before age 18 why social media influencers succeed working legally as a teenager business ADVICE from 7 teenage entrepreneurs YouTubers CEOs and Content Creators included how to make

yourself the 1 choice for a job what is youth professionalism EXCLUSIVE INTERVIEWS AVAILABLE NOW with Gen Z Entrepreneurs Jade Darmawangsa and Brennan Agranoff *Job Search Bloopers* Laura DeCarlo, Susan Guarneri, 2008-04-25 Examines the common mistakes that job seekers make in writing resumes and cover letters in networking in pursuing Internet leads in interviews and salary discussions and in providing references along with advice and strategies on how to correct the errors and improve job search results **Building the Looking-Glass Resume** Larry Goldsmith, 2014-01-10 Building the Looking Glass R sum is a r sum solutions book that shows you how to create the reflection of your job skills that can help you win the prized invitation to a job interview The book features the Jaazle R sum Template and Tutorial to guide you through the r sum building process so you can quickly and confidently create a professional looking r sum with powerful contents Building the Looking Glass R sum is for all job seekers from entry level to senior executives or those in career transition The book includes solutions to the most difficult r sum concerns questions and technical issues **Sams Teach Yourself Microsoft Office Word 2003 in 24 Hours** Heidi Steele, 2004 Whether new to Word 11 or upgrading from an earlier version the reader can use the step by step tutorial lessons to accomplish everyday Word tasks Midwest **Cut the Bullsh*t Land the Job** Jennifer Jelliff-Russell, 2020-02-27 Cut the Bullshi t Land the Job is an all inclusive guide to identify why you re not getting your dream job and will walk you through the process of fixing the problem With simple step by step instructions this book will cut the bullshit from the job search process and show you how to Job search effectively and find the roles you want Create a killer resume and tailored cover letter that lead to job interviews Build a professional network and get job referrals Develop an eye catching LinkedIn profile that captures recruiters attention Nail interviews with impressive high impact answers Negotiate the salary you deserve and more Stop making the same mistakes which make you miss out on amazing job opportunities Instead use this guide to jump straight to the step that s holding you back from landing your dream job and start seeing results today **IC3: Internet and Computing Core Certification Global Standard 4 Study Guide** Ciprian Adrian Rusen, 2015-04-27 Hands on IC3 prep with expert instruction and loads of tools IC3 Internet and Computing Core Certification Global Standard 4 Study Guide is the ideal all in one resource for those preparing to take the exam for the internationally recognized IT computing fundamentals credential Designed to help candidates pinpoint weak areas while there s still time to brush up this book provides one hundred percent coverage of the exam objectives for all three modules of the IC3 GS4 exam Readers will find clear concise information hands on examples and self paced exercises that demonstrate how to perform critical tasks This useful guide includes access to a robust set of learning tools including chapter review questions a practice test environment electronic flashcards and author videos that explain complex topics The certification consists of three separate exams Computing Fundamentals Key Applications and Living Online Candidates are given fifty minutes to answer forty five questions so rapid recall and deep understanding are critical to success IC3 Internet and Computing Core Certification Global Standard 4 Study Guide provides expert instruction on

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Occupational Therapy Student to Clinician Lisa Davis, Marilyn Rosee, 2024-06-01 It is surprising that there is no go to resource for the occupational therapy or occupational therapy assistant student to have when they embark on their professional journey With this in mind Lisa Davis and Marilyn Rosee have written *Occupational Therapy Student to Clinician Making the Transition* to help students hone the skills employers look for in new hires While many academic programs cover career oriented topics this is the first specific text to pull the pieces together with the purpose of showing readers how to become successful job candidates and employees Perfect for the student preparing for an occupational therapy career *Occupational Therapy Student to Clinician* covers all pragmatic issues that students face while securing their first job This text outlines a variety of topics including r sum writing interview skills negotiating a salary working within a team developing professional competencies and understanding the culture of an organization Each chapter includes learning objectives and lists of practice activities that students can use to reinforce their skills *Occupational Therapy Student to Clinician Making the Transition* will benefit occupational therapy and occupational therapy assistant students preparing to graduate as well as employed clinicians dealing with specific employment related issues This text will also guide the employee who wants to move to the next job and reacquaint themselves with the job seeking process This comprehensive resource provides strategies and solutions for many employment challenges and will be an asset in any professional development curriculum

Information and Software Technologies Audrius Lopata, Daina Gudonienė, Rita Butkienė, 2021-10-08 This book constitutes the refereed proceedings of the 27th International Conference on Information and Software Technologies ICIST 2021 held in Kaunas Lithuania in October 2021 The 24 full papers and 6 short papers presented were carefully reviewed and selected from 79 submissions The papers discuss such topics as business intelligence for information and software systems intelligent methods for data analysis and computer aided software engineering information technology applications smart e learning technologies and applications language technologies

Down Range James D. Murphy, William M. Duke, 2013-11-12 Military veterans prepare for the next mission in their careers Written by veterans who have successfully made the transition *Down Range* offers career planning guidance to U S military veterans coming off active duty This is NOT simply a guide to transitioning from the military to the civilian world This is NOT a guide to getting a job

This book IS a guide to developing a post military career not just for the first few days weeks or months after active duty but for the rest of your employed life This simple and effective planning process has been taught to more than 1 million business executives in companies all over the world Explains how to build an adaptable long range career plan called a Career High Definition Destination HDD across a spectrum of seven key areas Shows how business differs from military service how to identify the resources needed to achieve the Career HDD and how to develop strategic and tactical courses of action that drive you to executing towards your Career HDD on a consistent basis Author James Murphy is founder of Afterburner Inc and is currently working with the U S Army at the highest levels to develop a transition program for the estimated 1 5 million veterans who will transition from active duty service to civilian careers by the year 2020 This book challenges veterans to change their mind set and understand just how different the wilderness of civilian employment is from military experience Down Range provides an appreciation for what s important to a business helping you to become a valuable asset throughout your career

THE WAY to New Employment in 6 Stages Mark Richardson MA,2019-07-26 THE WAY to New Employment in 6 Stages is the first practical step by step handbook for serious career professionals seeking to make a highly effective career transition THE WAY represents the methodology which may be viewed as The Proven Way The Best Way The Certain Way The Sure Way The Most Efficient Way THE WAY is uniquely value adding based on the combination of the following distinctions Written by an accomplished insightful faith anchored career empowerment subject matter expert The first practical proven stage by stage and step by step guide to new employment and career fulfillment The 6 traits necessary to ensure campaign success THE WAY to defining the desired destination creating the ultimate master plan crafting the high impact marketing portfolio working smart and excelling in the interview process and increasing one s odds of securing the new career opportunity A faith based G P S Guided Placement System TM 12 Invaluable Insider Insights on some of the most challenging career transition campaign challenges High impact proprietary tools aligned to the 6 Stage C A R E E R Road Map to New Employment The SECRET INGREDIENT to dramatically improving one s success rate in an employment transition A 7th Stage going beyond landing the new employment opportunity providing the SECRET to Career Fulfillment THE WAY may be viewed as advanced job search training for the serious career transition professional and more THE WAY truly is the book that has been sought and needed by career professionals it is the only handbook you really need to make a successful career transition

More Than Just BS Jayson Marwaha,2012-10-04 Applying to combined BS MD programs really really stinks unless you re guided by the right person That s what Jayson a student who got into some of the nation s top BS MD programs at Brown Caltech and Penn State through countless nights of energy drinks realized when he was in high school This book fixes that More Than Just BS is Jayson s unique tested foolproof plan to acing the apps for these crazily competitive medical programs It s a resume building preparation plan a step by step guide to the application process plus a safe haven for students it s got checklists summaries clever shortcuts sneaky tips and tons of cheeky remarks *Twenties*

Seek Purpose Lucas Morgan, AI, 2025-02-27 *Twenties Seek Purpose* addresses the widespread career dissatisfaction and underemployment experienced by young adults today. It highlights the pressures of the modern job market where globalization and technology have disrupted traditional career paths. The book argues that a skills focused approach to career planning is insufficient, advocating instead for integrating personal values and purpose into career decisions. The book examines societal and economic forces such as social media and the gig economy that contribute to career related anxieties. It emphasizes self discovery guiding readers to identify their strengths and passions. Did you know that young adults often face pressure to achieve success based on external metrics rather than personal fulfillment. Moreover many feel adrift due to a disconnect between education and available job opportunities. Beginning with an overview of the employment landscape the book progresses to explore strategies for career exploration networking and skill development. It culminates in cultivating resilience and finding purpose in work. Through practical exercises and real world examples *Twenties Seek Purpose* empowers young adults to navigate the job market and find fulfilling career paths.

Finding the best IT job in Calgary

Michael Moshe, *Finding the best IT job in Calgary* eBook TOP 100 IT Companies in Calgary inside Description Finding the best IT JOB in Calgary Ebook Where the Jobs Are Save time and cut through the clutter to find the best jobs and best companies for IT professionals. This well organized handbook contains a well researched up to the minute compilation of the top 100 Calgary companies that are looking for IT talent. Use the list to link directly to companies career pages to streamline your job search and application process. Finding the best IT JOB in Calgary has done the legwork for you using criteria that include Positive work environment Employee reviews Opportunities for personal growth Competitive salaries. Finding the best IT JOB in Calgary lists a broad spectrum of businesses that are looking to hire IT professionals airlines local governments oil production technology companies communications marketing transportation R D medical technology and more. Tips for Job Seeker Finding the best IT JOB in Calgary is also packed with great advice on how to get the ideal job you ll love. Whether you re a seasoned professional just starting out or exploring a new career path Finding the best IT JOB in Calgary gives you the tools and resources you need to navigate today s competitive IT job market. Writing a Resume that Gets Results Companies and recruiters receive thousands of applications and resumes every day. How can you make yours stand out. Finding the best IT JOB in Calgary shows you how to Craft a killer resume that will stand out among the competition. Tailor your resume and cover letter to get the job you really want. Turn your resume submission into an interview. Successful Job Hunting Strategies Job hunting is demanding time consuming and often frustrating. With all the time and effort you invest in your job search you want to make sure you re doing the right things that will lead to success. In Finding the best IT JOB in Calgary you ll learn The secret of personal branding how to sell yourself The pros and cons of different online job boards Tips on finding job descriptions and sample resumes How to use social media to network with relevant professionals How to build a professional online presence that sells your skills. Practical Career Advice for Every Level Each day thousands of job

hunters experience the bitterness and discouragement of getting few if any replies It s not that these applicants are not skilled experienced or talented it s because their approach to finding that great job is not working for them Following the tips and practical advice in Finding the best IT JOB in Calgary can turn that around Even if you re just beginning your career you can get results like a pro Make a Personal Connection xTalent Intelligence Inc welcomes feedback from purchasers of this eBook Stay connected with us on Facebook <https://www.facebook.com/JobInCalgary> LinkedIn <https://www.linkedin.com/company/xtalent-intelligence-inc> YouTube https://www.youtube.com/channel/UCCa_GC9Mqa7qLZIWGEj4d1A Twitter <https://twitter.com/xtalentbiz> Email info@xtalent.biz with your questions and comments Xtalent Intelligence Inc is dedicated to giving you the best resources on improving your career and landing the job you really want **Women for Hire** Tory Johnson,Robyn Freedman Spizman,Lindsey Pollak,2002 From the Women For Hireorganization this is a make it happen now job guide Women For Hireproduces successful high caliber national career fairs partnering the country s leading employers in all fields with thousands of smart qualified and diverse women Now in this book readers will get the straight arrow advice they need to get a job Women For Hireidentifies specific ways for job seekers to maximize their search efforts and secure a great new job Readers will learn Networking Necessities for the Shy to the Gutsy The Truth About Job Functions Real Answers to Resume Dilemmas Smart Interview Strategies One Minute Mess Ups to Avoid at All Costs Tips on Negotiating Salary and Benefits Overcoming Obstacles Faced by Women Job Seekers How to Keep Your Job Once You Land It Plus interactive exercises resource lists and real life anecdotes *Google Cloud for Developers* Hector Parra Martinez,Isaac Hernandez Vargas,2023-05-26 Unlock your potential with this ultimate guide to Google Cloud packed with expert tips coding techniques legacy migration and application extension strategies Purchase of the print or Kindle book includes a free PDF eBook Key Features Maximize your code potential using Google Cloud services Migrate legacy code to the cloud seamlessly and create code that runs anywhere Use hands on examples to learn and showcase your experience with Google Cloud Book Description As more organizations embrace cloud computing developers new to the cloud often feel overwhelmed by cloud migration and code running directly on the cloud Google Cloud for Developers comes packed with practical tips and expert advice to accelerate your application development journey and help you unlock the full potential of cloud computing You ll begin by understanding and comparing all the available options to run your code You ll write deploy monitor and troubleshoot your code without leaving the Google Cloud IDE while selecting the best option serverless or GKE containers for each use case After that you ll get to grips with the basic Google Cloud infrastructure services and connect your code with public APIs This will help you add features to your application such as language translation and object detection in images or videos Furthermore you ll explore a comprehensive list of tips and best practices to make your migration smooth You ll also gain the necessary knowledge to write code from scratch by employing the basics of hybrid cloud applications and build services that can run virtually anywhere By the end of this book you ll be well equipped to carry out the application

development process and successfully move your code to Google Cloud What you will learn Understand how to write run and troubleshoot code on Google Cloud Choose between serverless or GKE containers for running your code Connect your code to Google Cloud services using public APIs Migrate your code to Google Cloud flawlessly Build hybrid cloud solutions that can run virtually anywhere Get to grips with Cloud Functions App Engine GKE and Anthos Who this book is for Google Cloud for Developers is for cloud architects engineers or developers willing to migrate their applications and services to Google Cloud or build them from scratch Entrepreneurs in early stage start ups and IT professionals who want to know more about Google Cloud from a developer perspective will also benefit from this book A basic understanding of Cloud concepts and basic experience in writing Python and Shell scripts is a must

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Table of Contents Resume Template Top

1. Understanding the eBook Resume Template Top
 - The Rise of Digital Reading Resume Template Top
 - Advantages of eBooks Over Traditional Books
2. Identifying Resume Template Top
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Resume Template Top
 - User-Friendly Interface
4. Exploring eBook Recommendations from Resume Template Top
 - Personalized Recommendations

- Resume Template Top User Reviews and Ratings
- Resume Template Top and Bestseller Lists
- 5. Accessing Resume Template Top Free and Paid eBooks
 - Resume Template Top Public Domain eBooks
 - Resume Template Top eBook Subscription Services
 - Resume Template Top Budget-Friendly Options
- 6. Navigating Resume Template Top eBook Formats
 - ePub, PDF, MOBI, and More
 - Resume Template Top Compatibility with Devices
 - Resume Template Top Enhanced eBook Features
- 7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Resume Template Top
 - Highlighting and Note-Taking Resume Template Top
 - Interactive Elements Resume Template Top
- 8. Staying Engaged with Resume Template Top
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Resume Template Top
- 9. Balancing eBooks and Physical Books Resume Template Top
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Resume Template Top
- 10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
- 11. Cultivating a Reading Routine Resume Template Top
 - Setting Reading Goals Resume Template Top
 - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Resume Template Top
 - Fact-Checking eBook Content of Resume Template Top

- 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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