

EXAMPLE – PROFILES, OBJECTIVES, SKILLS & ATTRIBUTES

IT / Digital

EXAMPLE 1

PROFILE

An Executive Program Manager for Transformation projects, with over 20 years delivery and experience managing large scale IT projects in Australia, Hong Kong and around the Asia Pacific region. I have built technical and business capability to transform several large organisations using technology to modernise platforms, transition to the cloud and enable the organisations to digitise their business.

Proven experience in successfully leading, developing and mentoring high performing teams to complete programs on schedule and budget with high levels of quality and client satisfaction. I enjoy building teams and capability through creating a positive and stimulating work environment. By bringing out the best in people I achieve better results for the projects and organisation overall.

SKILLS & ATTRIBUTES

- Exceptional leadership where I communicate with and motivate my team to overcome challenges
- Collaborative and engaging management style
- Open and clear communication to ensure that project teams and stakeholders understand the approach, process and desired outcome, and are enabled to work collaboratively to achieve a common objective
- Extensive negotiation experience developed through training and practical experience with contract negotiations, and also scope, budget and stakeholder management
- In depth knowledge of technical project management disciplines including both Agile and Waterfall project methodologies. I select the most appropriate methodology and tools and tailor the project structure to achieve successful outcomes
- Program and project delivery from inception through to development, testing, deployment, in a variety of large organisations including both government and private
- Lateral thinker with extensive problem-solving abilities, where I use every challenge as an opportunity for change and improvement
- Proven know-how to deliver projects in a wide range of business areas and technology including Bespoke development, COTS product implementations, Cloud migrations, SaaS implementations and Data Centre relocations
- Account Executive well versed in stakeholder and executive relationships management, working with customers to generate business value and increased customer engagement

EXAMPLE 2

PROFILE

A passionate, enthusiastic and confident Senior Manager with over 20 years experience in end-to end-delivery of business solutions, IT projects, programs and portfolios in multiple technologies, functions, and industries. With a strong understanding of the IT industry and proven ability to lead business change, transformation, project delivery teams, I have a strong track record of generating value and building business success.

My leadership style is trusting, empowering, supportive and motivating. I encourage teamwork, build strong collaborative relationships both internally and externally striving to achieve positive organisational culture. I have worked in multiple industries including: Emergency Services, Government & Public Sector, Not-for-Profit, Financial Services, Retail, FMCG, Field Force and Software Consulting.

SKILLS & ATTRIBUTES

- Strong team management and leadership of project managers, business analysts and IT professionals including recruiting, developing, mentoring and managing performance
- Managing the end-to-end delivery of large complex IT Programs & Portfolios from inception to completion, ensuring successful delivery of IT solutions
- Initiation, planning, delivery, Stage Gate Reviews, project reporting, quality checks, chairing executive level and steering committee meetings
- Strong commercial and financial acumen including managing, planning and estimating projects & programs budget, managing P&L, revenues, expenses and resource utilisation
- Vendor Management including contracts, SOWs, SLAs, performance management, vendor selection, negotiation, service models as well as onshore/offshore teams and managing outsourced environments
- Managing stakeholder relationships including building and maintaining lasting client relationships, identifying business requirements, ensuring delivery of superior business solutions
- Project management from business case to resource allocation, documentation, and monitoring timelines and schedules
- Identifying opportunities for improvement and developing technological strategies to innovate processes
- Solid understanding of the Software Development Process (SDLC), including requirement gathering, business analysis/design, development tools/technologies, release/version control, contemporary testing methodologies and deployment management
- Operating at Executive level (C level, EDs, EMs) with the ability to influence, advice and negotiate effectively
- Undertaking comprehensive risk identification, management and mitigation initiatives
- Excellent verbal and written communication including preparing management reports to the Executive and Board
- Adaptable, flexible with proven ability to liaise with stakeholders at all levels, both internally and externally

EXAMPLE 3

PROFILE / CAREER OBJECTIVE

A senior IT leader with over 10 years' experience across private and public sector organisations. I am a strategist, creative thinker and transformation enthusiast focused on delivering robust systems and processes with experience and skills in IT planning, delivery and operations.

My aim is to be part of a strategy and transformation focused team, by obtaining an Application Manager, Delivery Manager or Program Manager role within the private sector. I have a strong interest in transitioning to banking and financial services.

SKILLS & ATTRIBUTES

Organisation Development

- Establishing Business Capability Models
- Developing Value Stream Maps
- Leading Innovation and Continuous Improvement initiatives
- Standardisation, streamlining and optimisation of project and operational processes
- Process simplification and digitisation
- Establishing IT governance framework and processes

Change & Program Management

- Strategy and Transformational Roadmaps
- Leading IT Programs, Projects and Delivery
- Developing End-to-End Solution Designs
- Leading organisations change management and transition planning

IT Operations

- Application Portfolio Management
- Leading Service Delivery and Operations
- Optimising Application Architecture and Landscape
- Managing stakeholders and vendors
- Leading contract negotiations and renewals
- Preparing large budgets and future investment planning
- Comprehensive risk identification, management and mitigation initiatives
- Leading and mentoring project and support teams

Communication & Interpersonal

- Strong verbal and written communication
- Proven ability to liaise and negotiate with staff and key stakeholders across all levels
- Highly motivating and mentoring management style