



Brad Ford

1039 W 24TH ST ERIE, PA 16502 \ (814) 450-9005

modpopinc@gmail.com

Bridging the gap between business and developers. To take a thousand foot view of business requirements and create an atomic detailed view of a software feature. A seasoned IT Project Manager with more than 10 years' experience implementing creative and technical solutions across all platforms and mediums. Proficient in all aspects of agile methodologies and SCRUM, with exceptional skills in producing successful project results.

Highly adept at translating a client's needs into a compelling, effective narrative. Creative, dedicated, hardworking and detail-oriented. Excellent leadership skills, with the ability to work independently and as part of a team.

TECHNICAL AND BUSINESS EXPERIENCE

Information Technology Systems Project Manager, Welch's

04/2018 - Current

North East, PA

Responsibilities:

Project managed ITs Team and supporting business units. Enforcing standard Institution Network Operations and IT policies and procedures. Project implementation of hardware, software, and upgrades to infrastructure. Communicating daily to senior executives and reporting on milestones.

- Project manages a \$200,000 multi-plant software migration to KRONOS
- Creates project communication plans for Project Sponsors and Stakeholders
- Creates and reviews business requirements documents that are submitted for changes to the platform, gathers input from Review Team, and fosters a positive environment for creative and constructive feedback on all development requests
- Software testing and documentation
- Project managed stakeholder expectations
- Managing daily IT support service documentation for business lines
- Collect notes and snapshots of meetings for management documentations
- Managing daily updates to program manager in SharePoint
- Creating SOPs
- Developing system requirements and solution development for business units
- Administrates MySQL Databases

Software Project Manager, ECCA+ Payroll

04/2016 - 01/2018

Erie, PA

Responsibilities:

- Followed operational procedure for documentation for SOC2
- Managed multiple remote teams and led weekly meetings with stakeholders
- Implemented Agile daily standup procedure for remote teams
- Defined vague business requirements to actionable user stories
- Managed backlog by prioritization from stakeholders and banking customers.
- Managed customer service request on payroll software needs.
- Led multiple software projects where duties were to plan, implement, monitor, and control
- Implemented controls to manage IT costs and manage budgeting
- Guided and directed team meetings with peers on moving the product forward from a development perspective and routinely met with the stakeholders/owners to provide plans for development and operations
- Improved systems by studying current practices and researching designing modifications
- Recommended controls by identifying problems

Project Manager / System Analysis, Conduit Technologies

07/2013 - 12/2015

Erie, PA

Responsibilities:

- Managed a team of developers and staff in creating a native mobile app for the clinical delivery industry
- Met with business leaders and translated high-level requirements into detail oriented specification documentation
- Ensured HIPAA & PI standards were met
- Managed ongoing risk assessment of security issues with integrating our custom APIs with outside vendors
- Determine operational objectives by studying business functions, gathering information, evaluating output requirements, and creating workflows
- Designed new computer programs by analyzing requirements; constructing workflow charts and diagrams; studying system capabilities, and writing specifications

IT System Analyst, Reed Elsevier (contract)

04/2013 - 06/2013

Philadelphia, PA

Responsibilities:

- Audited new cloud-based software application for the medical industry
- Evaluated multiple wireframes and comps against current user stories
- Performed enterprise business process analysis of current business requirements against user data and testing
- Defined project requirements by identifying project milestones, phases, and elements; forming project team and establishing project budget

User Experience / Visual Analyst, Erie Insurance (contract)

05/2012 - 10/2012

Erie, PA

Responsibilities:

- Worked with product management team and corporate leadership to refine current functionality of key Erie Insurance websites. This included requirements, work estimates, defining flows and designing interactions.
- Worked with the design team to develop design patterns (interactions, icons, vocabulary)
- Served as Lead for ERIE Insurance's Procure to Pay Pilot Launch
- Worked with the legal department, customer service and business staff, and key sponsors to create a strategic overview of the company's online self service capabilities and user testing

Information Technology Systems Project Manager, Dovetail Gallery

05/2010 - 04/2012

Erie, PA

Responsibilities:

- Create cutting-edge IT solutions.
- Planned, implemented, and directed all departmental projects for the movement off a legacy infrastructure to accomplish business objectives
- Project managed infrastructure upgrades to meet the company's IT objectives
- Maintain professional and technical knowledge by attending educational workshops, reviewing professional publications, establishing personal networks, benchmarking state-of-the-art practices, participating in professional societies

Information Technology Systems Project Manager, Sorenson Media

12/2006 – 01/2009

Salt Lake City, UT

Responsibilities:

- Managed the design and delivery of software solutions for Sorenson's flagship software, Sorenson Squeeze 5, which is the industry standard for video compression
- Planned, budgeted, oversaw, and documented all aspects for teams
- Analyzed and managed software UI updates with Quality Assurance Analysts
- Tracked and assessed all media assets with outside vendors and affiliates
- Controlled costs, timescales and standards to be met and monitoring these through the project life cycle
- Assisted the sales team to help determine equipment needs and technical solutions for assigned project

Senior Information Technology Project Manager, Stock Information Systems, Inc.

06/2004 - 12/2006

Responsibilities:

- Tracked and reported on project health for steering committee meetings
- Worked with Product Management to roll out Agile Scrum as a new process for Software Engineering projects
- Managed projects and other work primarily for the Software Engineering & Web Development department.
- Collaborated with managers and team members to define processes and methodologies
- Introduced current business trends and technologies to the company, providing hands-on instruction, when necessary
- Mentored staff members

EDUCATION

MBA in Informational Technology

Western Governors University

Salt Lake City, Utah

2018

Certifications

Comptia A+ CE

PROFICIENCIES

Axosoft, Slack, Trello and Jira
Microsoft Office, Visio and Axure
Rally, Comapping, Morae, and Mirametrix
HTML, CSS, XML, Javascript, and FTP applications
MySQL, PHP and ASP.Net
Joomla, Wordpress, and Drupal
Adobe Creative Suite
JIRA, GIT, Bitbucket, and Terminal
SharePoint and SharePoint Designer
Alchemy LMS
Gantt & PERT Charts
SmartSheets

ACHIEVEMENTS

Founding Member of Radius Cowork

REFERENCES

David Brennan, AIA

Former City Council President
Bostwick Design
814-616-6882
brennand@bostwickdesign.com

Douglas Starr

ECCA+ Payroll, Executive Director
814-835-2222
dstarr@goecca.com

Rebecca Styn

Vice President of Ventures, Erie
Innovation District
814-881-9797