108 Parkview Rd. | Cheltenham | PA | 19012 | 215.782.1289

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA

Bachelor of Business Administration, Graduation December 2016

Major: Management Information Systems

GPA: 3.69 | Dean's List: Spring-2014, Spring-2015

#### MANAGEMENT SKILLS/EXPERIENCE:

Organizational: Strategic planning, Goal Setting, and Project Management
People Management: Development, Coaching, and Supervision of Employees
Finance: Budgeting, Procurement, and Contract Management
Customer Relations: Data Analytics, Reporting, and Technical Support

## INFORMATION TECHONOLOGY SKILLS:

Messaging and Server: Microsoft Exchange 2013-2003, Windows Server 2008-2003

Anti-Spam/Anti-Virus: Proofpoint Protection Server, Trend Micro Scanmail

Database Management: Microsoft SQL Server, MySql

Microsoft Office: Outlook, Word, Excel, PowerPoint, Visio

Coding/Development: Windows Powershell, PHP, HTML, Visual Basic, C++

#### AWARDS:

- Award for Messaging and Fax consolidation projects, Sanofi, 2015
- Award for participating on a panel and hosting "messaging" round-table discussions during the North American IS Leadership Meeting, Sanofi, 2015
- Award for Migration of Video Teleconference Scheduling Tool, Sanofi, 2014
- Award for Exchange 2010 Migration, Sanofi, 2013

## **INFORMATION SYSTEMS PROJECTS:**

- Led the design, build, and implementation of Sanofi's Exchange 2010 messaging system
- Designed and implemented Sanofi's Spam Management system

# EXPERIENCE: SANOFI, Bridgewater, NJ

Jan 2011 - Present

## **Head of Messaging Architecture Team**

- Managed a team of six engineers responsible for the global messaging architecture for 150,000 users located in over 100 worldwide locations.
- Directed and developed a global team of six engineers.
- Produced strategic plans for future designs, yearly objectives, and maintenance

#### SANOFI, Bridgewater, NJ

Jan 2001 - Jan 2011

## **Microsoft Exchange Administrator**

- Supported Sanofi's global messaging system that consisted of over 200 Microsoft Exchange Servers.
- Coordinated support efforts with a global set of messaging administrators in over 100 countries.
- Designed and implemented technical solutions for various messaging projects.