

Omar Sharif

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Relocation: Anywhere, USA Citizenship: US Citizen-Military Veteran

Project Manager

“I don't watch IT happen. I don't wonder how IT happens. I make I.T. happen”

20 years experience managing technical projects and strategic business plans. I have successfully led project teams that have developed products, services, and systems across various industries. I have the skillset to retrieve raw data and define it into a comprehensive Project Management Plan. My hybrid leadership approach, attention to detail experience, and technical/non-technical communication make me an excellent candidate to initiate, plan, execute, monitor, control, and deliver your business objectives, visions, and expected benefits within scope, time, and budget.

SKILL SET SUMMARY

Project Planning & Management

Change management planning; Communications management planning; Compliance management; Configuration management; Cost management planning; Information management; Implementation planning; Knowledge management; Prioritization/time management; Procurement planning; Quality management planning; Regulatory and environmental impacts assessment planning; Relationship management; Resource planning; Risk management planning; Scope management planning; Stakeholder management planning; Strategic management; Transition planning; Virtual/remote team management

Software, Systems & Industries Managed

Software development, equipment, or system installation (Infrastructure, Data migrations, Web/cloud development, SaaS, LIMS, EHR, IoT, POS, E-commerce, Mobile and medical devices; Maintenance of process industries (Manufacturing, Oil & Gas, Professional Services, Government, Paramedical, Healthcare, Telecommunications, Retail)

Project Management Tools & Techniques

Benefit analysis; brainstorming; Budgeting; Data gathering; Delegation; Estimation; Expert judgment; Feedback; Leadership (coaching, mentoring, training, and team-building); Negotiating and influencing; Performance measurements and tracking (EV, CPM, PERT, trend analysis, KPI and key success factors); Presentation; Problem-solving; Process analysis; Project monitoring; Project review; Quality best practices and standards (ISO, HIPAA, HL7, FDA); Quality measurements; Quality standards; Quality validation and verification; Requirements gathering; Scope deconstruction (WBS, Scope backlog); Workflow diagramming

Information Systems & Methodologies

Microsoft Project, Office (Word, Excel, PowerPoint), Visio, SharePoint, Azure DevOps; HP Application Lifecycle Management; JIRA; Zoho Project; Rational Collaborative Lifecycle Management; Clarity; Development methods (Agile, Scrum, Waterfall, Kanban)

Other Project Management Skills

Active listening; Analytical skills; Applicable laws and regulations (HIPAA, CFR); Archiving practices and statutes; Business acumen; Close-out procedures; Offshore & cross-functional teams; Communications (listener, technical/non-technical); Conflict resolution; Continuous improvement processes; Customer satisfaction metrics; Decision making; Diversity and cultural sensitivity; Elements of a project charter; Elements of a statement of work; Emotional intelligence; Facilitation; Generational sensitivity and diversity; Interdependencies among project elements; Interpersonal skills; Lean and efficiency principles; Organizational and operational awareness; Peer-review processes; Project Controls Limits (thresholds, tolerance); Project finance principles; Situational/political awareness

EDUCATION & TRAINING

Emory University – [Project Management Certificate](#)

DeVry University – [Bachelor of Science \(B.S.\) in Computer Information Systems](#)

United States Army / Georgia National Guard – [Petroleum Supply Specialist](#)

CAREER HISTORY

Project Manager – CyNet Systems, Inc.

40 Hours/Week – October 2018 to October 2024

- **Focused teams on business objectives and tracked progress to ensure project milestones were completed on time, on budget and with desired results.**
- Moved between agile and waterfall approaches depending on project specifics and client goals, creating detailed project road maps, plans, schedules, and work breakdown structures. Defined processes and tools best suited to each project.
- Identified key deliverables based on business requirements to manage stakeholder expectations and direct achievement of project goals.
- Identified high-level risks, assumptions, and constraints based on the current environment, organizational factors, historical data, and expert judgment, to propose an implementation strategy.

South Carolina Department of Mental Health

- IT Healthcare Consultant - Business Analyst & Project Lead driving certification achievement for development and testing of a Certified EHR Technology (CEHRT) using 2015 Edition criteria, HIPPA standards and compliance.
- Identified key deliverables based on the 2015 Edition Modular Ambulatory EHR Certification criteria and Behavioral Health Workflows to manage stakeholder needs in a South Carolina Department of Mental Health EMR application.
- Documented 2015 Edition Matrix to manage scope, scheduling, cost, and resources.

Project/Product Manager – eData Platform, Corp.

50 Hours/Week – January 2010 to January 2018

- **Managed the end-to-end development and implementation of internal and external projects and products for a Software as a Service (SaaS) advanced data platform that enabled clients to deploy real time interoperability applications to meet their business objectives. This included UAT, strategy, development, customization, migrations, upgrades, support and maintenance.**
- Focused teams on business objectives and tracked progress to ensure project milestones were completed on time, on budget and with desired results.
- Managed project/product lifecycles between agile, scrum, and waterfall approaches depending on project specifics and client goals, creating detailed project road maps, plans, schedules, and work breakdown structures. Defined processes and tools best suited to each project.
- Planned out a product development strategy, kept a backlog with ideas, and organized sprints for multiple products and multiple projects.
- Identified key deliverables based on business requirements to manage stakeholder expectations and direct achievement of project goals.
- Identified high-level risks, assumptions, and constraints based on the current environment, organizational factors, historical data, and expert judgment, to propose an implementation strategy.
- Informed stakeholders of approved project charter to ensure mutual understanding of key deliverables, milestones, and their roles and responsibilities.
- Reviewed and assessed detailed project requirements, constraints, and assumptions with stakeholders based on project charter, lessons learned, and by using requirement gathering techniques to establish detailed project deliverables.
- Presented project management plan to relevant stakeholders according to applicable policies and procedures to obtain approval to proceed with project execution.
- Conducted kick-off meeting, communicating start of project, key milestones, and other relevant information to inform and engage stakeholders and gain commitment.
- Managed task execution based on the project management plan to achieve project deliverables.
- Implemented approved changes and corrective actions by following change management plan to meet project requirements. Implemented the quality management plan to ensure that work is performed in accordance with required quality standards. Implemented risk management plan to minimize impact of the risks.
- Measured project performance using tools and techniques to identify and quantify any variances and corrective actions.
- Managed changes to project by following change management plan to ensure project goals remain aligned with business needs.
- Verified that project deliverables conform to the quality standards established in quality management plan by using appropriate tools and techniques to meet project requirements and business needs.
- Reviewed issue log and determined corrective actions to minimize the impact on project.
- Obtained final user acceptance of project deliverables from relevant stakeholders to confirm that project scope and deliverables were achieved. Transferred the ownership of deliverables to assigned stakeholders in accordance with project plan to facilitate project closure.

eData Platform Corp. / Cardiac Associates Inc.

- Directed project to deliver certification achievement for development and testing of a Certified EHR Technology (CEHRT) using Meaningful Use criteria, HIPPA standards and compliance.

- Identified key deliverables based on the Meaningful Use 2014 Edition Modular Ambulatory EHR Certification criteria and Cardiology Clinical Workflows to manage stakeholder needs in an eData Specialty EHR product application.
- Documented Meaningful Use Matrix to manage scope, scheduling, cost, and resources.

Chevron Phillips Chemical

- Directed project to deliver a successful StarLIMS upgrade and enterprise implementation of a custom laboratory information management system for Chevron Phillips Chemical plant refineries’.

Treatment Assessment Screening Center (TASC)

- Directed project to deliver enterprise implementation of StarLIMS upgrade and integration of Sample Workflow integration using HIPPA standards and compliance with lab test instruments at ten TASC drug screening locations.

eData Platform Corp.

- Directed projects to deliver core product system application updates to .NET Framework and SaaS subscription model to include: eData Platform Application, eData Platform Designer, eData Interoperability.

VA Boston Healthcare System

- Directed project to deliver implementation of a custom Case Management application that integrates with existing StarLIMS using HIPPA standards and compliance.

Project Planning Officer/Founder – Stratagem Consults, LLC

40 Hours/Week – January 2010 to present

- Non-profit and small business IT project management consulting. Event planning and Program management consulting.
 - The Beloved Community Church of Atlanta
 - Recovery Consultants of Atlanta, Inc.
 - Beulah Church of Christ
- Managed and planned all projects and teams (IT support, Network Support & Maintenance, Cloud Services & Data Management, Project Planning & Management) efforts in the achievement of client business objectives.

IT & Services Consultant – Conflair, Inc.

40 Hours/Week – January 2007 to January 2010

- **Managed the quality and testing of all software that enables organizations to deploy e-commerce applications to meet business needs. Ensured quality and compliant delivery of real-time e-commerce custom applications in a Cloud, Internet of Things (IoT) and/or mobile technology infrastructure.**
- Focused teams on functional requirements, risk-based testing, and test estimation.
- Defined test strategy and tools best suited to each project.
- Moved between agile, scrum, waterfall approaches depending on project specifics and client goals.
- Documented detailed test plans, test reports, schedules, and task.
- Conducted test, demos, and inspections to verify product readiness for phase gates.
- Maintained defect tracking process and continuous defect review.

WebOps

- Responsible for the QA and testing efforts for Virtual Loaner Bank project to be integrated into core web applications for medical logistic devices.

Definition 6

- Responsible for mobile application (native and web) testing for various mobile platforms to include iPhone (iOS), Android, Windows, and Blackberry.
- Responsible for developing/executing and reviewing/approving detailed test plans, strategies, scripts and cases from information related to product functional requirements and product technical specifications documentation to assure product quality and accuracy.
- Mobile applications tested include: LaQuinta Inn, Extended Stay America Hotels, Crossland Hotels, RedTouch Media, HBO: Games of Thrown.

The Home Depot

- Responsible for the mobile application testing efforts Home Depot mobile app for the iPhone and Android.

Quintiles

- Responsible for the business analysis efforts for StarLIMS implementation and integration of new laboratory information management system (LIMS).

MedQuist

- Responsible for leading the QA and testing efforts for multiple concurrent releases for MedQuist DocQmanage Enterprise Platform system which include: DocQmanage, DocQscribe, and DocQsign.

Metamatrix Clinical Laboratory

- Responsible for the QA and testing efforts for StarLIMS implementation and integration of new laboratory information management system (LIMS).