

Michael O'Donnell MBA

ERP Specialist | Dynamics GP | Business Central

Project Management

Manage large scale projects end-to-end, get them completed on time and within budget.

Define clear roadmaps and communicate milestones effectively.

Design enterprise level architecture for business needs.

Workflow Specialist

Analyze large data sets logically and strategize best integration paths.

Design workflow reports to capture and mitigate broken steps in the process.

Utilize various possible combinations of software to reach the desired outcome.

SUMMARY

Results oriented ERP Technology Leader with expertise in Business Architecture. Over 25+ years of success managing complex ERP systems, documenting business processes, software design and managing large scale projects.

Solid critical thinking skills, capable of leading and motivating cross teams to maximize efficiency and improve business end-to-end productivity. Able to take charge of failed projects and get them back on track. Respond to project, operational and financial challenges with confidence, determination, and focus. Able to clearly translate the needs of the business into technical requirements.

Recognized as a hands-on problem solver and self-starter who is highly organized with the ability to formulize strategic plans and implement purposeful changes. Ready to hit the ground running and get results!

PROFESSIONAL EXPERIENCE

Business Architect /ERP Technology Administrator

4/2017 - Present

CoWorx Staffing Services, Morristown, N.J.

- Responsible for entire ERP with complex integrations and API's.
- Design, build and deliver medium and large-scale projects on time.
- Work directly with the Controller and CFO on short- & long-term initiatives.
- Coordinate the JP Morgan Chase on integration with ERP system.
- Manage projects with multiple teams across different departments.
- Spearhead annual upgrades and migrations across multiple servers.
- Track software licenses, budgets, and expenditures.
- Support thirty accountants across all modules: GL, AP, AR, BR, INV, PR.
- Conduct weekly meetings with leadership to keep them well informed.
- Coordinate annual disaster recovery exercise and ensure compliance.
- Enforce security and close loopholes to prevent cyber-attacks.
- Validate stakeholders and decision-makers have proper reports and KPI's.
- Take ownership of broken business processes and improved them.
- Modernize the accounting department with time-savings integrations.
- Architect lockbox automation between the bank and Accounts Receivables.
- Properly manage relationship with banks, clients & vendors.
- Establish quality assurance, documentation, and processes for continuity.
- Develop strategic plans to improve uptime across all servers.
- Liaison with Human Resources new software implementation for benefits.
- Guide the development team to meet the initiatives of the business.
- Work with the latest Dynamics 365 technologies including Business Central.

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ERP Software

Business Central
Dynamics GP
Dynamics SL

Collaboration & Communication Skills

Work effectively with small and large teams.

Expertise in verbal and written communication.

Able to clearly translate business requirements into technical documents.

Proficient at getting past sticking points and roadblocks.

Procure summary & detail end-to-end documentation.

Strengths

Teambuilding

Collaboration

Mentoring team members

Architect complex processes

PROFESSIONAL EXPERIENCE *continued*

IT Administrator (Consultant role)

2/2016 - 1/2017

SyncSort Inc. Pearl River, N.Y.

- Reported directly to the CIO and Controller on projects.
- Successfully managed multiple complex ERP systems with multicurrency.
- Improved the outdated workflows between departments.
- Uploaded SOP, POP, RM and AP batches to the General Ledger via SmartConnect.
- Completed complex projects on time and within budget.
- Designed GL, Inventory, Payables and Receivables reports.
- Performed monthly bank recs via the GP Bank Reconciliation module.
- Completed month and year end closing.
- Handled all T&E reporting, journal entries and vendor payments.
- Applied Dynamics GP service packs, updates, and chunk files.
- Managed year-end upgrade and closed all modules.
- Implemented fixed assets module and imported all assets.

Vice-President of ERP / Business Operations

6/2008 - 1/2016

KCG Americas, Jersey City, N.J.

- Strong leader and role model in finance technology.
- Responsible for Dynamics GP and human resources platforms.
- Worked directly with the Controller and CFO on projects and initiatives.
- Designed financial reports in Management Reporter and SmartList builder.
- Set up invoice automation with Binary Stream software.
- Implemented scanning & barcode software with Zebra software.
- Worked with internationally counterparts in Hong Kong and London.
- Managed 80 databases in SQL server: SSRS reporting and dashboards.
- Implemented multi-currency automation into Payables.
- Built SSRS reports, subscriptions and dashboards.
- Drove operational improvement across departments improving productivity.
- Led multiple teams and delivered projects on time and within budget.
- Designed disaster recovery plan for Finance department.
- Performed annual disaster recovery operations to ensure compliance.
- Managed backups & restores for ERP system.
- Worked with compliance departments on FINRA rules and regulations.

Corporate Trainer/Technical support

8/2003 - 5/2008

E-Tek Training, Secaucus, N.J.

- Provided professional grade corporate training in Dynamics GP, SL and AX.
- Installed Dynamics GP, Management Reporter and SQL for clients
- Completed complex end-to-end supporting documentation.
- Developed reporting systems metrics for optimum efficiency.
- Determined root cause of deviation and non-conforming results.
- Experience drafting and coordinating governance and guidance documentation.

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Microsoft Apps

Excel:

Create pivot tables
Write formulas & functions
Use V-Lookups
Complex formatting
Create graphs and charts

Word:

Formatting & page set-up
Table of contents
Smart art and text boxes
Tracking changes

PowerPoint:

Design custom presentations
for C-level audience
Use advance animations
Linking media and data

SharePoint:

Manage projects & tasks
Implement document library
Maintain multiple sites
Project management

Power BI

Create custom dashboards
Write custom queries
Leverage multiple data sources

SSRS

Design custom dashboards and
reports for stakeholders
Create file & email subscriptions

EDUCATION

MBA

Master of Business Administration
Capella University

BA - Business/Accounting
Capella University

CERTIFICATIONS

MCSE, MCDDBA, MCT
Business Central 365 Functional
Consultant & Power Platform
Dynamics GP certified

PROFESSIONAL EXPERIENCE *continued*

- Managed long-term projects and resources: Define project scopes and objectives.
- Build relationships with stakeholders to ensure solutions meet their needs.
- Assisted with replacing legacy systems with modern up-to-date technology.
- Worked on various phases of software development lifecycle.

IT Administrator

2/2000 - 7/2003

Gordon International Inc, New York, N.Y.

- Supported Macola accounting system and network infrastructure.
- Worked with the CEO and VP on small and large projects.
- Assisted with designed web-based annual catalogue.
- Provided accounting and operations teams with custom reports.
- Managed routers, switches, and hubs across two locations.
- Set up and design website and firewall via IIS, HTML and FrontPage.
- Documented and analyzed processes and generated proposals to improve them.
- Trained end-users on new software and processes.
- Rolled out new servers and workstations.
- Diagrammed all business workflows and entire network.

Leadership

- ✓ Decision making
- ✓ Delegation
- ✓ Management
- ✓ Accountability
- ✓ Ethics
- ✓ Cross-functional collaboration

Teamworking

- ✓ Team building
- ✓ Motivation & support
- ✓ Commitment
- ✓ Hosting meetings
- ✓ Problem solving
- ✓ Adaptability and flexibility

Communication

- ✓ Presentation
- ✓ Interpersonal skills
- ✓ Respect and support
- ✓ Active listening
- ✓ Public speaking
- ✓ Confidence

Problem Solving

- ✓ Coordination
- ✓ Logical & critical thinking
- ✓ Prioritize and follow through
- ✓ Attention to detail
- ✓ Effective communication
- ✓ Creative and conceptual

References furnished upon request.