

## PROFILE

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*Skilled project manager who provides creative solutions and tactical oversight for the successful implementation of any variety of undertaking. I focus on the details to get results that bring vision to reality. I have a long track record of executing successful project oversight in diverse sectors, involving multiple stakeholders with tight timelines and budgets. My workstyle is flexible, versatile and collaborative, leading to smoothly running projects with exemplar outcomes for my teams and clients.*

### Key Strengths

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|---------------------|--------------------------|-----------------------|
| ✓ Project Oversight | ✓ Problem Solving        | ✓ Change Management   |
| ✓ Project Planning  | ✓ Stakeholder Engagement | ✓ Leadership          |
| ✓ Procurement       | ✓ Communication          | ✓ Team Development    |
| ✓ Safety Compliance | ✓ Conflict Resolution    | ✓ Continuous Learning |

## CAREER HIGHLIGHTS

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- Managed a complex major capital project to renovate 29 offices/workspaces which required creating temporary work spaces for over 200 active lecturers and graduate students over a period of 16 months. The nature of the project demanded exceptional communication, change management and conflict resolution skills to minimize stress and lost productivity for the people impacted by the disruption.
- Planned and executed the redesign of the Arts and Science computer lab from a small one-site, single college lab containing 40 computers to a campus-wide network of 250+ computers servicing the entire student body. The project involved ongoing communication and collaboration with numerous stakeholders and decision makers from across the campus community, creating complex requirements for budgeting, procurement, space planning, scheduling, staffing, security, and health and safety.
- Oversaw the implementation and management of several online support applications for students and staff including:
  - my.usask.ca – a student information portal
  - IT Ready – an online student technology training program
  - UVote – an online voting system for the University of Saskatchewan Students' Union
  - Volunteer Transcripts – a system for tracking and highlighting volunteer activities undertaken by students.
  - Emergency Response Plans and Postings for all Classrooms and Meeting rooms maintained online at College Facilities, Project Management & Safety Website
- Recipient of the University of Saskatchewan's Health, Safety and Environmental (HSE) Safety Recognition Award for 2017.

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## EMPLOYMENT HISTORY

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### UNIVERSITY OF SASKATCHEWAN

1990 - 2018

University of Saskatchewan, Saskatoon, SK

<b>Director of Facilities</b>	2012 - 2018
College of Arts and Science	
<b>Facilities and Projects Manager</b>	2005 – 2012
College of Arts and Science	
<b>Information Technology and Facilities Projects Manager</b>	2002 – 2005
College of Arts and Science	
<b>Arts &amp; Science Computer Labs Manager</b>	1992 – 2002
College of Arts and Science	
<b>Programmer/Help Desk Support</b>	1990 – 1992
Department of Computing Services	

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## VOLUNTEER POSITIONS

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<b>International Facility Managers Association</b>	2016 - present
Director, Regina Chapter	
<b>Saskatoon Martial Arts Association</b>	2012 - present
President	
<b>Saskatchewan Martial Arts Association</b>	2016 = 2018
Past President (2018 – present)	
President (2016 - 2018)	

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## EDUCATION

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<b>Masters Certificate in Project Management</b>	2010
University of Saskatchewan and York University	
<b>Professional Project Management Course</b>	2005
Saskatoon Business College	
Electrical Engineering/Computer Science – 2 <sup>nd</sup> year	1989-90
University of Saskatchewan	
Electrical Engineering – 1 <sup>st</sup> year	1984-85
Queen's University	

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## CURRENT UPDATES

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Since being laid off from the University of Saskatchewan I started a Consulting Business, Bilt-Rite Project Commissioning and I am enrolled in Certified Building Commissioning Professional (CBCP) certification course in December 2018 put on by Canadian Institute for Energy Training (CIET) in Toronto ON.