

## Jeffrey J. McKenzie, PMP

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**Education**

- Certified PMI PMP July 2014 (Certificate # available on request)
- 6 Sigma White Belt April 2014
- Boston University - Certificate in Project Management – 2010
- Fairleigh Dickinson University (FDU) – Teaneck, NJ; BS Marketing; Minor in Computer Science

**Software** Microsoft Office Suite (Excel, Access, Power Point, Word) Microsoft Project; Visio – Data Modeling; C; C++; VB; VBA; SQL; HTML; XML; EDI; Business Basic; Access; Sequel Server; Crystal Reports

**09/2015 – Present**

### **Freelance Project Manager/PMO Trainer**

#### **Pinnacle Wireless – (9/15 – 3/16)**

- Contract PMP consultant responsible for coaching PMs at a telecommunications firm contracted to work within the WTC Complex. Introduced PMO concepts and processes, as well as, worked to get all schedules and CPM models in place on 3 WTC Buildings and 3 other NYC/MTA/PA contracts.

**1997 – 2015**

### **United Parcel Service (UPS) – Atlanta, Georgia**

#### **PM/PMO Area Manager – (12/06 – 6/15)**

- Deployed a PMO of 8 US-based Project Managers
- Managed a team of 8 US-based Project Managers responsible for domestic and global implementation efforts between UPS and Fortune 100 customer base effecting over \$500M in new business annually
- Deployed a team of 3 BA Resources responsible for Requirements Documentation across the Enterprise
- Trained PMO Resources on PMI/PMBOK methodologies, tools and techniques
- Developed Standards, Templates and other OPAs for use by the UPS Solutions PMO Team
- Developed MS Access Dbs to report key KPIs to Staff Level Stakeholders through-out the various project phases
- Defined and Forecasted Resource Requirements and Staffing Plan to launch PMO Team
- **Recipient of the UPS Chairman's Award for Solutions Excellence for 2007 & 2010 & 2011 & 2012**

#### **E-Commerce Zone Sales Manager – (10/04 – 12/06)**

- Managed a \$160M sales plan of UPS Technology Solutions
- Managed 10 UPS Managers covering 7 states from Maine to NYC
- Managed national client base and contact during both sales, feasibility and deployment phases

- Trained the sales team on UPS technology solutions that use the following technologies: Web-based; XML; EDI; SQL Server; RDBMS as well as Legacy Systems
- For year end 2006, was ranked number 3 of 10 nationally for overall performance of my team including sales, solutions deployed and consistently being at 250% of performance goal.

#### **E-Commerce Account Manager – (4/00-10/04)**

- Responsible for a 15 million dollar sales plan of UPS Technology Solutions
- Project Managed the deployment of US domestic and global based roll-outs
  - Performed detailed analysis and which would outline ROI for customer business process re-engineering.
  - Performed data-modeling and process flow activities in Visio
  - Defined the data requirements, communication methods, and flow specifications for system integration, B2B and B2C
- **Recipient of the 2004 UPS Northeast Region Sales Excellence Award.**

#### **Senior Business Systems Analyst – (4/97-4/00)**

- Managed a group of 8 BA and QC Analysts during the testing phases in the SDLC (System, Integration and User Acceptance)
- Lead liaison between business process owners and technical development groups;
- Responsible for E2E testing, execution and documentation of Y2K testing of OCS, SCS and ORS Systems; Completed Y2K testing and had the application certified Y2K compliant by a third party firm.
- Documented and gathered requirements; Performed data modeling and process flow mappings for OCS and ORS applications using Visio

### **1996 – 1997 IDC - Wyckoff, NJ**

#### **Business Systems Analyst**

- Responsible for the consultative sales of mid-size ERP Systems including SBT and Promax.
- Gathered requirements from customers' various business units (AR, AP, and GL accounting functions, Purchasing, Customer Service, Inventory/Put-away; Shop Floor Processing; Manufacturing/BOM configuration; MRP/MPS activities)
- Prepared, documented and priced the customizations that would be needed to the base packages to meet customer needs.
- Modeled and presented customer data on the proposed ERP system and provided demonstrations with customer stakeholders in order to facilitate a "real life" example that was relevant to the prospect
- Post-sale Project Management Implementation & Training

### **1991 – 1996 ALGAR/The Display Connection – Clifton, NJ**

#### **Manager of Information Technologies**

- Identify, build, and implement emerging technologies to internal business processes both in production/shop floor, shipping and accounting.
- Built a desktop application which saved the company 70% of the time spent for production estimating via process automation, realizing a net cost savings of over \$200,000 per year.

**References** Business and personal, available upon request