

LARRY R. COHEN, PMP

46 Draw Bridge Drive, Monroe Twp. NJ 08831
lcohenpmp@gmail.com

Home (609) 619-3493
Mobile (908) 783-7385

PROFESSIONAL SUMMARY

A certified PMP and CSM with over 17 years experience as a Project Manager and Business Analyst. A proven track record of building and directing cross functional teams to deliver both business and IT projects. Diverse background including Education, Pharmaceutical, Communications, Banking and Shipping industries.

PROJECT MANAGEMENT SKILLS

- Manage project utilizing both Waterfall and Agile methodologies
- Create and execute project schedules utilizing MS Project Server
- Lead large cross-functional teams
- Guide uncertain stakeholders to build Business Requirements
- Develop project scope and charter documents
- Create and manage project budgets
- Run Scrum meetings to determine progress and next steps
- Create RACI charts to document project responsibilities
- Create Project Communication Plan
- Perform risk analysis to create mitigation plan
- Utilize JIRA to track Scrum progress
- Follow best practice guidelines of the CPMO to create artifacts of Project Management Life Cycle (PMLC)
- Ensure all relevant project documentation stored on project SharePoint site
- Adhere to guidelines provided by Project Management Body of Knowledge (PMBOK)
- Create weekly status reports detailing accomplishments, issues and risks

EXPERIENCE

Educational Testing Service

10/2013 – 09/2017

Project Manager II

- Managed On time, under budget projects
 - Managed cross-functional teams of IT, test developers, statisticians, designers and help desk to support the GRE Strategic Business
 - Create online test preparation increasing annual revenue by \$1.5MM
 - Develop new online delivery platform
 - Create accessible version of GRE for visually impaired
 - Coordinated work of telecommunications, facilities and outside vendors to upgrade to state of the art conference rooms. President's award nominee 2016
 - Managed statisticians, test developers and Strategic Business Unit to make TOEIC English language assessment relevant in today's environment

Innovative Development LLC

05/2012 – 10/2013

Senior Project Manager at ETS

- Managed cross-functional teams of IT, test developers, statisticians, designers and outside customer to support the College Board Strategic Business
 - Perform field trial of over 25,000 students to modify SAT scoring methodology
 - Redesign SAT to win back market share

Highpoint Solutions LLC

05/2011 – 05/2012

Senior Business Analyst at Shire Pharmaceuticals

- Interviewed business operations to determine their expectations and project scope
- Developed business and system requirements for Aggregate Spend application
- Created training scenarios for key users of new application
- Developed processes for expense collection used in compliance reporting
- Established and documented processes to ensure all applicable vendors are identified using MS Visio
- Manage project documentation on SharePoint
- Developed requirements for Master Data Mart (MDM) used to facilitate compliance reporting

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Maple Software

11/2010 – 05/2011

Project Manager at BarclayCard US

- Managed all phases of projects through Software Development Life Cycle (SDLC) process
- Worked with technical experts to determine appropriate resource requirements
- Ensured project scope and deliverables meet business goals and stakeholders requirements
- Created and managed project plan using MS Project including tracking milestones and timely deliverables
- Prepared weekly status reports and dashboards for project sponsors, stakeholders and PMO
- Developed Project Charter to specify scope and assumptions
- Produced user survey to ensure new application meets user requirements
- Coordinated vendor milestones to guarantee their project parallels our timeline
- Prepared change request for increased resources and budget
- Identified project risks and developed mitigation plans when necessary
- Prepared software comparison guidelines used to select new provider
- Designed reports and processes to audit application effectiveness
- Created presentation of new software for Architectural Review Board approval

Bull's Eye Innovations, Inc.

07/2008 – 10/2010

Project Manager/Business Analyst

- Managed entire customer relationships for pharmaceutical clients
- Developed business requirements based on client interviews and state law interpretations
- Created gap analysis
- Identified action items and risks, ensuring timely assignment and completion to maintain project timeline
- Created and managed Project Plans in MS Project to ensure timely completion of all required tasks
- Generated RFPs for potential new clients including cost, schedule and deliverables in response to RFPs
- Developed business relationships to extend client engagements and generate additional \$100K revenue
- Performed as Subject Matter Expert to train and support new Business Analysts

AT&T

04/2000 – 06/2008

Senior Project Manager

05/2007 – 06/2008

- Simultaneously managed 2 projects, each in excess of \$750K, both projects completed on time and under budget
- Developed project budget with assistance of subject matter experts
- Monitored actual spending versus budget to ensure proper authorization
- Developed and tracked scoping estimates, project plans, schedules, and resource allocation / assignments utilizing the SDLC
- Worked with users to develop user acceptance test plans and scenarios
- Managed teams consisting of employees, contractors and global off-shore development team
- Created testing scenarios used during user acceptance testing (UAT)

Project Implementation Manager

04/2000 – 05/2007

- Implemented wide area networks for 8 international clients
- Developed project implementation schedule based on customer requirements and available resources
- Designed Customer Handbook containing details of implementation process and deliverables
- Trained new team members in processes and application usage

EDUCATION

STEVENS INSTITUTE of TECHNOLOGY – Hoboken, NJ
Master's Certificate in Project Management

PACE UNIVERSITY - New York, NY

- MBA Finance
- BBA Accounting & Financial Management

CERTIFICATION

Project Manager Professional (PMP): Project Management Institute Certificate # 237008

2005

Certified ScrumMaster (CSM): Scrum Alliance #699643

2017

MEMBERSHIPS

- Project Management Institute (PMI)
- New Jersey Chapter PMI
- PMI Consulting Special Interest Group