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EXECUTIVE SUMMARY

- With over **24 years of experience** as hands-on business-oriented and technical Senior Project Management Systems Consultant, and **10 years of experience** as business-oriented hands-on Power BI Consultant I am **well-versed and extremely responsible practitioner of solid objective-driven project and portfolio management in IT software development, public sector, manufacturing, e-commerce, healthcare, pharma, telecommunications, banking, and insurance areas.**
- I am **MCITP** and **MCTS** **certified** and possess strong interpersonal and teamwork skills. Task and goal oriented, I am highly motivated, extremely well-organized, focused and driven. I am **technological visionary and goal-oriented leader** that stands out by delivering results on time and within budget in all stages of project management life cycle.

CAREER OBJECTIVE

- **To obtain Senior PMO Management or Senior Microsoft 365 / SharePoint / Project Online / Power BI Consultant role** with focus on Information Technology, working for well-established firm with challenging vision and team-oriented environment.

SUMMARY OF QUALIFICATIONS

- **Total years of work experience:** 24 years
- **Highest education achieved:** Master's degree
- **Major achievements:** During the last 23 years, I have delivered **235 quality projects**, ranging from **\$65,000 to \$32,000,000** - mostly on time and on budget.
- In-depth skills in **hands-on (business and technical) Project Online / Power BI / SharePoint / Microsoft 365 / Active Directory analysis, planning, configuration, integration, testing, training, rollout and support areas**, as well as **Power BI reporting systems architecture, report design, data storytelling and presentation**, based on **M365 / SharePoint / Project Server / Project Online** platform. I have thorough experiences in **managing cross-functional teams which are often located in various geographical locations**. My focus also includes application development, as well as information technology architecture planning and governance.
- In-depth understanding of emerging technologies in **healthcare, pharma, finance, insurance, banking, telecommunications, travel, transportation, and technology** industries – both private and public sector, offering fresh new perspectives to solve your problem areas. Managed various types of projects, **valued up to \$32 million, featuring teams sized up to 150 project stakeholders**
- **Expert proficiency in MS SharePoint, Project Server, Project Online, Power BI, Microsoft 365**, including **analysis, design, planning, implementation, integration, upgrade, migration, rollout, change management, support, and training** for all user types - Team Members, Project Managers, Resource Managers and Executives
- Technology used: **Microsoft 365, SharePoint, Project Server, Project Online, Power BI, Power View, Power Automate, Azure, Active Directory, CSOM, JSON, REST API, OLAP and OData Reporting, Nintex workflows, K2 workflow platform, MS Azure, Active Directory, Dynamics CRM, Dynamics AX, MS Team Foundation Server, Cloud computing, Security, Hybrid architecture planning and deployment, MS SQL Server, SQL Analytics and Reporting Tools** – hands-on - analysis, design, implementation, integration, training, administration, and support.

PROFESSIONAL EXPERIENCE

IMMIGRATION AND CITIZENSHIP CANADA, <http://www.canada.ca> AUG 2022 – JULY 2023
M365 AND POWER BI CONSULTANT - CONTRACT
OTTAWA, ONTARIO, CANADA

- Designed and published multiple **Power BI reporting dashboards on ADO ticketing tool performance data**. Created **comprehensive data stories and KPIs by using both built-in and custom visuals, utilizing advanced DAX queries and Power Query M scripts**. Optimized reports for **performance**, assigned **security** groups and **embedded** dashboards into internal sites.
- Designed and configured **various SharePoint sites** for government agency needs. **Created, tested and published Power Automate workflows** to support internal business processes.
- Created what-if dashboards to support **multiple scenarios and data modelling on ADO ticket resourcing, productivity, and performance**. **Created training guides for executives and employees on PowerBI data consumption and analytics**, explained the use of data models and analytical processing and publishing - refreshing reports throughout the organization, based on proper access rights.

LOBLAWS CANADA, <http://www.loblaws.ca> MAR 2022 – AUG 2022
M365 AND POWER BI CONSULTANT - CONTRACT
TORONTO, ONTARIO, CANADA

- Analyzed, prepared, designed and published multiple **Power BI reporting dashboards on Qualys enterprise network security**. Created **advanced reports by using built-in and custom visuals, utilizing advanced DAX queries and Power Query M scripts**. Optimized reports for **performance**, assigned **security** groups and **embedded** dashboards into internal sites.
- Worked **with big data optimization**, processing over **2.5M assets with 20M+ security tickets**, creating **interactive dashboards** on patching effort logistics across whole enterprise network.
- Deployed various reporting dashboards to support **network security audit scenarios and modeling on Loblaws network assets**. **Create training guides and trained executives and employees in PowerBI data analytics**, explained the use of data models and analytical processing and published reports throughout the organization with proper access rights.

QUEEN'S UNIVERSITY, <http://www.queensu.ca> SEP 2021 – AUG 2022
ENTERPRISE PROJECT MANAGEMENT CONSULTANT - CONTRACT
KINGSTON, ONTARIO, CANADA

- Created and configured **corporate Project Online eco-system, Microsoft365 and Active Directory** to manage **Course Management project portfolio**, worked with senior management on functional requirements for **PM process and reporting**, based on the output designed **full PM solution** based on SharePoint and Power Automate workflows.
- **Integrated Project Online with internal accounting system by utilizing** Representational State Transfer (**REST**) API to retrieve data from internal systems for inserting data into Project Online and Power BI databases **for tracking and reporting purposes**. Created and deployed **JSON** scripts to **update Project Online data via Power Automate workflow**.
- Designed and published **Power BI reporting dashboards**. **Trained executives and employees in PowerBI data analytics**, explained the use of data models and analytical processing and published reports throughout the organization with proper access rights.

**SHARED SERVICES CANADA, <http://www.canada.ca>
M365 ENTERPRISE PROJECT MANAGEMENT CONSULTANT - CONTRACT
OTTAWA, ONTARIO, CANADA**

JUN 2021 – DEC 2021

- Designed, configured, and implemented **corporate Microsoft365 Project Management environment based on SharePoint and Project Online** to manage **SSC project portfolio**, worked with senior management on functional requirements for **PM process and reporting**, based on the output designed **full PM solution** including SSO integration and Power Automate workflows.
- **Integrated Project Online with internal accounting and HR systems** by creating client-side object model (**CSOM**) interface to retrieve data from internal systems for inserting data into Project Online and Power BI databases **for tracking and reporting purposes**. Created and deployed JSON scripts to **update Project Online data via Power Automate workflow**.
- Designed and published **Power BI reporting dashboards**. Created **advanced reports by using built-in and custom visuals, utilizing advanced DAX queries and Power Query M scripts**. Optimized reports for **performance**, assigned **security** groups and **embedded** dashboards into internal sites.

**UNIVERSITY OF TORONTO, <http://www.utoronto.ca>
ENTERPRISE PROJECT MANAGEMENT CONSULTANT - CONTRACT
TORONTO, ONTARIO, CANADA**

JAN 2021 – MAY 2021

- Created, configured, and deployed **university Project Management eco-system based on Microsoft365, SharePoint, Project Online, and Active Directory** to manage **Property Management project portfolio**, worked with senior management on functional requirements for **PM process and reporting**.
- **Integrated Project Online with SAP** by creating client-side object model (**CSOM**) interface to retrieve data from internal systems for inserting data into Project Online and Power BI databases **for tracking and reporting purposes**. Created and deployed JSON scripts to **update Project Online data via Power Automate workflow**.
- Designed and published **Power BI reporting dashboard**. **Trained executives and employees in PowerBI data analytics**, explained the use of data models and analytical processing and published reports throughout the organization with proper access rights.

**BELL CANADA, <http://www.bell.ca>
ENTERPRISE PROJECT MANAGEMENT CONSULTANT - CONTRACT
TORONTO, ONTARIO, CANADA**

DEC 2019 – DEC 2020

- Proposed, configured, and deployed **corporate-wide Microsoft365, SharePoint, Project Online and Active Directory for enterprise project management** in telecom area. Designed and implemented **advanced project portfolio management, project plan templates and training materials**. Optimized reports for **performance**, assigned **security** groups and **embedded** dashboards into internal sites.
- Aggregated **multiple reports into Enterprise Power BI dashboard** using common data model to support executive decision processes. **Trained executives and employees in PowerBI data analytics**, explained the use of data models and analytical processing and published reports throughout the organization with proper access rights.
- In co-operation with **CRTC federal agency** delivered **Secure Port-In / Port-Out** project worth \$5M CAD to prevent cell phone porting fraud practices by adding **additional authentication layer** on phone number port out process.

CANADIAN PARTNERSHIP AGAINST CANCER, <http://www.cpacc.net>
POWER BI AND PROJECT ONLINE CONSULTANT - CONTRACT
TORONTO, ONTARIO, CANADA

JAN 2019 – NOV 2019

- Initiated and deployed **corporate-wide Microsoft365 Project Online eco-system, based on Microsoft365, SharePoint and Active Directory for enterprise project management** in public service healthcare area. Designed and implemented **advanced Power BI dashboards by using custom visuals, advanced DAX queries and Power Query M scripts**. Optimized reports for **performance**, assigned **security** groups and **embedded** dashboards into internal sites.
- **Integrated Project Online with internal accounting system by utilizing** Representational State Transfer (**REST**) API to retrieve data from internal systems for inserting data into Project Online and Power BI databases **for tracking and reporting purposes**. Created and deployed **JSON** scripts to **update Project Online data via Power Automate workflow**.
- Used **modern Power BI techniques and features**, such as **Artificial Intelligence, Azure Machine Learning and Quick Insights** to allow users to utilize **fully integrated reporting experience**. **Integrated reports from multiple data sources into unified common Power BI dashboard** using common data model to support executive decision processes. **Trained executives and employees in PowerBI data analytics**, explained the use of data models and analytical processing and disseminated reports throughout the organization with proper access rights.

ROUSH PERFORMANCE, <http://www.roushperformance.com>
POWER BI AND PROJECT ONLINE CONSULTANT - CONTRACT
DETROIT, MICHIGAN, USA

SEP 2018 – MAY 2019

- Initiated and deployed **corporate-wide Microsoft365 Project Online environment for enterprise project management** in manufacturing industry. Executed **SharePoint / Project Online implementation, including OneDrive for Business**, including requirement analysis, business processes, application architecture, reporting, and support / change management. **Conducted support and training for Project / Resource Managers and Administrators**.
- **Merged multiple reports into unified common Power BI dashboard** using common data model to support executive decision processes. **Trained executives and employees in PowerBI data analytics**, explained the use of data models and analytical processing and disseminated reports throughout the organization with proper access rights.
- **Integrated Project Online with internal systems by utilizing** Representational State Transfer (**REST**) API to retrieve data from internal systems for inserting data into Project Online and Power BI databases **for tracking and reporting purposes**. Created and deployed **JSON** scripts to **update Project Online data via Power Automate workflow**.

SAMUEL, SON & CO., LIMITED, <http://www.samuel.com>
PMO AND MICROSOFT OFFICE PROJECT SERVER CONSULTANT - CONTRACT
MISSISSAUGA, ONTARIO, CANADA

JAN 2008 – DEC 2018

- Initiated and deployed **corporate-wide Project Server environment for enterprise reporting** in cross-functional environment. **Executed cloud migration (Project Server into Project Online) and Active Directory to Azure** for the whole corporation.
- **Integrated Project Online with internal systems by** creating client-side object model (**CSOM**) interface to retrieve data from internal systems for inserting data into Project Online and Power BI databases **for tracking and reporting purposes**. Created and deployed **JSON** scripts to **update Project Online data via Power Automate workflow**.
- **Integrated multiple reports into unified common Power BI dashboard** using common data model to support executive decision processes. **Trained executives and employees in PowerBI data analytics**, explained the use of data models and analytical processing and disseminated reports throughout the organization with proper access rights.

**NOVA SCOTIA POWER, <http://www.nspower.ca>
POWER BI AND PROJECT ONLINE CONSULTANT - CONTRACT
HALIFAX, NOVA SCOTIA, CANADA**

JAN 2018 – SEP 2018

- Initiated and deployed **Project Online environment for enterprise project management and reporting** in energy sector environment. Created **advanced dashboards by using custom visuals, advanced DAX queries and Power Query M scripts**. Optimized reports for **performance**, assigned **security** groups and **embedded** dashboards into internal sites.
- **Integrated Project Online with internal HR systems by** creating client-side object model (**CSOM**) interface to retrieve data from internal systems for inserting data into Project Online and Power BI databases **for tracking and reporting purposes**. Created and deployed JSON scripts to **update Project Online data via Power Automate workflow**.
- **Integrated multiple reports into unified common Power BI dashboard** using common data model to support executive decision processes and embedded these reports into various corporate sites. **Trained executives and employees in PowerBI data analytics**, explained the use of data models and analytical processing and disseminated reports throughout the organization with proper access rights.

**DASSAULT FALCON JET, <http://www.dassaultfalcon.com>
MICROSOFT SHAREPOINT AND PROJECT SERVER CONSULTANT - CONTRACT
LITTLE ROCK, ARKANSAS, USA**

MAY 2016 – AUG 2017

- **Designed, created and deployed complex Project Server environment and Power BI reporting dashboards for the executive steering committee**. Created advanced dashboards by using custom visuals, advanced DAX queries and Power Query M scripts.
- **Trained executives and employees in PowerBI data analytics**, explained the use of data models and analytical processing and disseminated reports throughout the organization with proper access rights.

**BANK OF MONTREAL, <http://www.bmo.com>
OFFICE 365 CONSULTANT - CONTRACT
TORONTO, ONTARIO, CANADA**

JUN 2015 – APRIL 2016

- Developed and implemented **Investment Banking Toolkit for Bank of Montreal**, based on SharePoint 2013 and Office 365. IBT is **on premise content authoring service** and **Office 365 content publishing system, integrated with Lotus Notes**. Planned, created and secured **Office 365 platform** and migrated MS AX7 content to it. Deployed **Power BI reports for executive reporting**. Developed trending and reporting system, based on data, collected during IBT deployment.
- The solution incorporates a **search-driven records management content architecture** providing maximum benefit from high scalability and performance for the **display and collaboration of Investment Banking content** to consumers.

CBRE GROUP, INC., <http://www.cbre.com>

APR 2013 – AUG 2014

PMO AND MICROSOFT OFFICE PROJECT SERVER CONSULTANT - CONTRACT
LOS ANGELES, CALIFORNIA, USA

- Provided **Microsoft Project Server / SharePoint 2013 consultancy services. Conducted world-wide Project Server / SharePoint 2013 implementation, including OneDrive for Business for more than 10,000 users**, including requirement analysis, business processes, application architecture, reporting, and support / change management. **Conducted support and training for Project / Resource Managers and Administrators.**
- Executed deployment of three Project Server 2013, instances, and deployed Project and SharePoint custom site designs. Configured enterprise-wide Dynamics CRM integration and reporting. Created, optimized, and monitored **detailed project schedules**, assisted with **task lists and documentation**, advised on **project risks, issues and constraints**, resource assignments and leveling.

CITY OF TORONTO, <http://www.toronto.ca>

APR 2011 – DEC 2011

PMO AND MICROSOFT OFFICE PROJECT SERVER CONSULTANT - CONTRACT
TORONTO, CANADA

- Led **SharePoint, Project and Portfolio Server 2013 implementation**, designed project solution to answer requirements on **the municipal level**, optimized project performance, teamwork and reporting, worked on management change and system reconfiguration, **facilitated cross-functional teams on procurement, fulfillment and external vendor relations**, provided everyday support to the Project Management Office and Executive teams, helped them to make **qualified decisions on their future IT vision and plans.**
- Enhanced **client's ability to deliver multiple projects in fast paced environment**, improved reporting features for Executive management which are helping them to make qualified decisions, **tutored Project managers to use Lotus Notes, Microsoft EPM Project and Portfolio Server 2010 solution effectively.** Executed Project Server migration and Project Portfolio classification, prioritization and decision projects. Created executive reports on **enterprise-wide project performance and improved corporate portfolio management and decision making.**

ALLIED WORLD ASSURANCE, <http://www.awac.com>

SEP 2010 – APR 2011

PMO AND MICROSOFT OFFICE PROJECT SERVER CONSULTANT - CONTRACT
HAMILTON, BERMUDA

- Provided **PMO and Microsoft Project, Portfolio and SharePoint Server 2007/2010** consultancy services, including **application architecture, change management, support and training** for Project and Resource Managers. Created, optimized and monitored **detailed project schedules**, assisted with task lists and documentation, advised on project risks, issues and constraints, resource assignments and leveling, ongoing **project progress monitoring**, assisted with **Enterprise Content Management System** enhancements, based on SharePoint Server 2010.
- Helped company to **put their SDLC project management system back on track.** Prepared executive reports and implemented **MS Project Server 2010 upgrade.** Coached and tutored Project managers to use Microsoft EPM solution effectively. Helped with Project Portfolio classification, prioritization and decision processes. Created executive reports on **enterprise-wide project performance.**

eHealth Toronto, <http://www.ehealth.ca>

FEB 2006 – DEC 2007

**PMO AND MICROSOFT OFFICE PROJECT SERVER CONSULTANT - CONTRACT
TORONTO, ONTARIO, CANADA**

- Provided **PMO and Microsoft Project, Portfolio Server 2003/2007** consultancy services, including **application architecture, change management, support and training** for Project and Resource Managers. Created, optimized and monitored **detailed project schedules**, executed Project Server migration, assisted with task lists, issues and documentation, advised on project risks, issues and constraints, resource assignments and leveling. **Worked with cross-functional teams (both unionized and non-unionized) on procurement, budgeting, fulfillment and risk planning / mitigation tasks.**
- Performed periodic **schedule variance analysis** and prepared variance reports for Executive Board. Prepared **executive reports** and assisted in interpreting results. Recommended corrective actions if needed. Designed and implemented **Enterprise Content Management** system based on **Project and SharePoint Server 2007** to improve document storage, management, and workflow within the organization, including data storage and record keeping policies and guidelines.

WORKOPOLIS, <http://www.workopolis.com>

JUL 2002 – FEB 2006

**SENIOR PROJECT MANAGER, HEAD OF THE PMO – FULL TIME
TORONTO, ONTARIO, CANADA**

- **Led the Project Management Office.** Defined PMO standards, applied PMI methodology to company's processes. Implemented **major e-commerce and infrastructure-based projects** through their complete lifecycles including initiation, planning, execution, and closing. **Liaised with Business Units** throughout the project life cycle to ensure projects are completed on time, meeting their defined requirements and budgets. **Workopolis** has maintained its leading market share among job sites in Canada during the last 4 years.
- **Created structured SDLC Project Management Office for Workopolis.** Redefined company's structure established employee's roles and responsibilities within the PMO. Changed company's management style from traditional to project oriented. **Successfully completed 83 medium and large-scale projects**, ranging from **\$65,000 to \$2,300,000** each, most of them concurrently, in multiple project portfolio environments. Planned and managed **Microsoft Office Project Server 2003 installation** for 15 employees of Workopolis' PMO.

DAVIS + HENDERSON, <http://www.dhltd.com>

JAN 2000 – JUL 2002

**SENIOR PROJECT MANAGER, MARKETING AND NEW BUSINESS – FULL TIME
TORONTO, ONTARIO, CANADA**

- **Management of project process and resources**, including budget and schedules from definition through design and development to implementation, testing and closure. Responsible for establishing and tracking project goals, identifying milestones, deliverables, and deliverable due dates.
- **Successfully completed 21 medium and large e-commerce and software development projects**, ranging from **\$250,000 to \$32,000,000** each, most of them in multiple project management modes. All projects, assigned to me were delivered within the timeframe and on budget. Participated on company's process management change, in compliance with **PMI SDLC standards**. Cooperated as a consultant with all major Canadian banks on implementations of their Internet check ordering systems. Achieved recognition for excellent ability to manage projects in "**fast track**" mode.

UNIVERSITY OF CALIFORNIA, SANTA BARBARA, <http://www.ucsb.edu>

JAN 1995 – DEC 1995

INTERNET ADVISOR / COORDINATOR, SANTA BARBARA, CALIFORNIA, USA

- **Developed WWW pages** and Internet applications for the University, **implementing new HTML trends**, assembled **graphic artwork** for the WWW presentation of the sixth annual Macintosh Summit Conference, compiled and arranged **CD-ROM with the Conference materials**, performed **training and development** for university staff and students.

COMPAQ CORPORATION, <http://www.compaq.sk>**FEB 1999 – JAN 2000****E-COMMERCE CONSULTANT, BRATISLAVA, SLOVAK REPUBLIC - CONTRACT**

- **Led the Compaq e-Commerce Project Team** – team of Internet professionals which produced the complete solution for **Compaq Non-Stop On-Line Business**, e-commerce **project valued at \$1,500,000 (USD)**. In 1999 Compaq Slovakia received Compaq Global Award for this project and the web presentation was recognized for its excellence as **"The Best Compaq website in 1999"**.

TELENOR NEXTEL (NEXTRA), <http://www.nextra.sk>**JAN 1996 – FEB 1999****HEAD OF MARKETING, BRATISLAVA, SLOVAK REPUBLIC – FULL TIME**

- Performed market research on company's penetration to the local Internet service providing in Slovakia, **investment planning and preparation of business acquisitions** of local companies in order to become the No. 1 player in the market by number of clients. Shortly after its penetration to the Slovak Internet market Telenor (Nextra) became, with the help of efficient marketing campaigns and acquisitions of local companies, the **No. 1 player** in the market with **35% annual growth**.

ALL CONSULTING CLIENT REFERENCES

AOC State of Washington, Apotex, Art Gallery of Ontario, AutoData, AWAC Reinsurance Bermuda, Bank of Montreal, Bell Canada, Canadian Partnership for Cancer Care, CBRE, City of Toronto, Cleveland Metropolitan School District, Davis + Henderson, Dassault Falcon Jet, Deloitte, eHealth, Flexi-Van, Immigration and Citizenship Canada, KPMG, Krcmar Surveyors, Mannin Research, Niagara Health, Nova Scotia Power, Ontario Energy Savings Corporation, Ontario Financing Authority, Optech, Roush, Samuel, Son & Co., Sleep Country Canada, Sauvageau and Associates, Shared Services Canada, shredIt!, SNC Lavalin, TenStep Toronto, The Orthotic Group, The Travel Corporation, Tridel, The City of Newmarket, The City of Hamilton, Toronto Police, Workopolis, UJA Federation of Greater Toronto, United Church Canada, York University

PROFESSIONAL DESIGNATIONS

- **PMP** - PROJECT MANAGEMENT PROFESSIONAL (LAPSED IN 2020) pmi.org
- **MCITP** - MICROSOFT CERTIFIED IT PROFESSIONAL IN MICROSOFT ENTERPRISE PROJECT MANAGEMENT microsoft.com/learning
- **MCTS** - MICROSOFT CERTIFIED TECHNOLOGY SPECIALIST IN MICROSOFT PROJECT SERVER microsoft.com/learning

EDUCATION

- **UNIVERSITY OF ECONOMICS BRATISLAVA, SLOVAK REPUBLIC** euba.sk
- MASTER'S DEGREE IN INTERNATIONAL BUSINESS RELATIONS (1997)
- **SLOVAK TECHNICAL UNIVERSITY BRATISLAVA, SLOVAK REPUBLIC** stuba.sk
- BACHELOR'S DEGREE IN COMPUTER SYSTEMS (1991)

LANGUAGE SKILLS

- Native **Slovak**
- Fluent **English, Spanish, Czech**
- Basic **German, Italian, French, Russian**