



OLIVIA SMITH

Chief Information Officer II

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PROFESSIONAL SUMMARY

Innovative technology leader with 7 years of experience driving strategic IT initiatives and optimizing organizational performance. Expertise in aligning technology with business objectives, fostering cross-functional collaboration, and enhancing operational efficiency. Passionate about leveraging cutting-edge solutions to propel business growth and improve decision-making processes.

WORK EXPERIENCE

Chief Information Officer II

Pineapple Enterprises

📅 Apr / 2020-Ongoing
📍 Santa Monica, CA

1. Identified and evaluated emerging technologies to enhance resource allocation and meet strategic goals for the organization.
2. Led all IT projects, ensuring alignment with organizational objectives and delivery within budget.
3. Managed integration and quality assurance for \$5 million in advanced IT infrastructure.
4. Directed the selection and implementation of technology systems, preparing specifications for vendor bids.
5. Oversaw enterprise architecture, integrating instructional software, telecommunications, and multimedia applications.
6. Ensured data security and compliance for a \$200K surveillance system across the organization.
7. Provided comprehensive end-user support, resolving technical issues in hardware, software, and networking.

Chief Information Officer

Silver Lake Enterprises

📅 Apr / 2018-Apr / 2020
📍 Seattle, WA

1. Developed a strategic multi-year IT plan in preparation for company IPO, enhancing operational readiness.
2. Executed a strategy that successfully merged call centers into a single virtual entity, boosting productivity by 10%.
3. Revamped point-of-sale systems, significantly improving customer satisfaction and sales tracking.
4. Achieved a 20% reduction in labor costs by streamlining clinic scheduling processes.

EDUCATION

Master of Business Administration

Harvard University

📅 Apr / 2016-Apr / 2018
📍 Phoenix, AZ

Focused on strategic management and technology implementation.

SKILLS

Business Continuity Planning



Agile Methodologies



Software Development Life Cycle



Network Infrastructure



Collaboration Tools Expertise



INTERESTS

🎨 Art

🤝 Volunteering

🌲 Hiking

🧘 Yoga

STRENGTHS

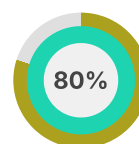
🔍 Criticality

☰ Detail-oriented

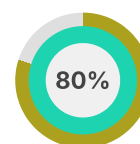
🤝 Diplomacy

😊 Enthusiasm

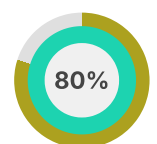
LANGUAGES



English



Spanish



Arabic

ACHIEVEMENTS

★ Spearheaded a digital transformation initiative that resulted in a 25% increase in operational efficiency.

★ Implemented a robust cybersecurity framework, reducing security incidents by 40%.