

ROBERT SMITH

Vice President Chief Information Officer

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

To leverage experience into a position as a vice president of Information Technology or Chief Information Officer. Over 25 years of experience working in academia as the director of Information Technology for the business.

CORE COMPETENCIES

IT Management, Research, Lecturing, Educational Development, Student Welfare, Written Communication.

PROFESSIONAL EXPERIENCE

Vice President Chief Information Officer

ABC Corporation - 2015 – 2019

Key Deliverables:

- Responsible for all aspects of the information technology services for a 24,000 student, a nationally acclaimed leader in higher education.
- Manage budgets totaling over \$8 million in operating funds and annual capital funds averaging \$3.5 million.
- Provides vision and leadership for developing and implementing information technology initiatives and directs the planning and implementation of IT systems in support of college operations in order to improve cost-effectiveness, service quality, and innovation.
- Reorganized the Information Technology department to adapt to changes in leadership, improve synergies among functional areas, and develop key personnel.
- Created a new IT Master Planning process which provides increased input by the college community, involves more IT personnel and creates a plan that is read by a broader audience.
- Developed a cloud-services contract checklist to be used when evaluating hosted services.
- Successfully used the checklist to negotiate improved terms for hosted CRM and Help Desk systems.

Chief Information Officer

Utility Management Corporation - 2012 – 2015

Key Deliverables:

- Comprehensive director of all technology-related current and future initiatives.
- Responsible for all training efforts of energy management and internal software solutions.
- Manage implementation projects consisting of 10,000s of sites for utility/bill management as well as training of 100s of users on our flagship software application.

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- Created and manage a team of technology consultants to achieve company growth objectives, in lieu of a costlier in-house department.
- Advise executive board on standard operating procedures involving auditing, quality control, data research, and issue resolution.
- Provide weekly analysis of company processing capabilities and bench-marking.
- Assist sales department with RFP responses, contract review and conduct ALL demonstration and training sessions.

EDUCATION

MBA - (Wright State University - Dayton, OH)

