LIAM ANDERSON
Configuration Manager

✉ support@qwikresume.com
📞 (123) 456 7899
📍 Los Angeles
🌐 www.qwikresume.com

👤 PROFESSIONAL SUMMARY

Configuration Manager with 5 years of comprehensive experience in managing configuration processes and driving compliance with industry standards. Expertise in automating software builds and enhancing SCM methodologies. Focused on optimizing project delivery through effective documentation and cross-departmental collaboration.

🖥 WORK EXPERIENCE

Configuration Manager
WidgetWorks Inc.

📅 Apr / 2021-Ongoing
📍 Denver, CO

1. Authored configuration management procedures, establishing a systematic change control process for submitting change requests.
2. Secured approvals from the Configuration Control Board (CCB) and ensured thorough tracking of changes until completion.
3. Facilitated CCB meetings by distributing agendas and minutes, and moderating discussions.
4. Conducted training sessions for personnel on enterprise CM processes, enhancing team capabilities.
5. Oversaw all configuration management issues, utilizing Subversion for the CM repository setup.
6. Collaborated with development teams across multiple locations to streamline configuration processes.
7. Awarded for significant contributions to the organization's information systems security audit.

Configuration Manager
Crescent Moon Design

📅 Apr / 2020-Apr / 2021
📍 Portland, OR

1. Delivered CM support to the telecommunications infrastructure team and managed seven software application projects in production.
2. Reviewed and edited Requests for Change (RFCs) for the enterprise infrastructure team and over 100 software application projects, ensuring compliance and thoroughness.
3. Prepared and distributed weekly agendas for the Enterprise Change Control Board (ECCB), ensuring structured meetings.
4. Documented ECCB meeting minutes and communicated status updates on action items to senior management.
5. Compiled the Forward Schedule of Change (FSC) weekly, detailing all planned software and infrastructure implementations for senior management review.

🎓 EDUCATION

Bachelor of Science in Information Technology
University of Technology

📅 Apr / 2019 _ Apr / 2020
📍 Seattle, WA

Focused on systems analysis, network management, and configuration management principles.

💡 SKILLS

Service Transition Management

System Integration

Virtualization Technologies

Backup And Recovery

User Access Management

Compliance Standards

✈ INTERESTS

⚙ Scuba Diving
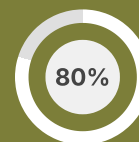⚙ E-sports
🎮 Reading Fiction
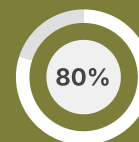📑 Puzzle Solving

✊ STRENGTHS

💼 Stewardship
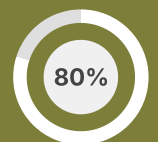👥 Teamwork
🔗 Tenacity
🔭 Vision

🔤 LANGUAGES

80% English
80% Swahili
80% Polish

⭐ ACHIEVEMENTS

⭐ Developed a comprehensive CM process that improved compliance by 30%.

⭐ Successfully led an initiative to reduce change request approval time by 25%.