



MASON WILSON

Project Implementation Manager

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PROFESSIONAL SUMMARY

Accomplished Project Implementation Manager with 5 years of experience driving successful project completions across various sectors. Adept at coordinating cross-functional teams and optimizing processes to enhance efficiency. Committed to delivering projects on schedule while fostering collaborative relationships with stakeholders and aligning initiatives with strategic objectives.

WORK EXPERIENCE

Project Implementation Manager

Quantum Solutions LLC

📅 Mar / 2022-Ongoing

📍 Phoenix, AZ

1. Utilized project management expertise to implement UltiPro SourceWeb, ensuring seamless payroll and HR operations.
2. Established and managed security databases and tax filing accounts, achieving customer satisfaction during startup.
3. Managed 8-12 Payroll and Time Attendance implementations concurrently for clients ranging from 50 to 5000 employees.
4. Configured pay groups, accrual tables, and benefit plans to meet client specifications.
5. Identified implementation strategies based on client needs, enhancing service delivery and upselling opportunities.
6. Developed comprehensive project plans, ensuring timely delivery and adherence to deadlines.
7. Maintained updated specifications throughout the project lifecycle, adapting to changes as necessary.

Implementation Project Manager

Cactus Creek Solutions

📅 Mar / 2020-Mar / 2022

📍 Phoenix, AZ

1. Oversaw specialized fulfillment projects for Sprint wireless devices, ensuring timely delivery and quality control.
2. Integrated software applications to enhance corporate account support, including taxi dispatching services.
3. Managed multiple projects simultaneously, consistently meeting deadlines and maintaining process accuracy.
4. Developed efficient processes that reduced costs by eliminating the need for third-party installers.

EDUCATION

Bachelor of Science in Business Administration

University of California

📅 Mar / 2018 - Mar / 2020

📍 Portland, OR

Focused on project management principles and business strategies.

SKILLS

Documentation Skills



Microsoft Visio



Scheduling



Aris Process Management



Spiraplan Project Management



INTERESTS

🎨 Art

🤝 Volunteering

🌲 Hiking

🧘 Yoga

STRENGTHS

🔍 Criticality

☰ Detail-oriented

🤝 Diplomacy

😊 Enthusiasm

LANGUAGES



English



Spanish



Mandarin

ACHIEVEMENTS

- ★ Successfully led multiple implementations, achieving a 98% client satisfaction rate.
- ★ Streamlined project workflows, resulting in a 20% reduction in delivery time.
- ★ Achieved a 95% customer satisfaction rating through improved service delivery.