

Ellen Yanuzzi

Information Technology
Project Manager

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📍 212 Woodlawn Street, Hartford, CT
06106

EDUCATION

Bachelor of Science in Information Technology at University of Connecticut

Aug 2010 - May 2015

I have learned how to effectively communicate with people, how to work in a team, how to manage my time, and how to use different programming languages and software.

LINKS

[linkedin.com/in/ellenyanuzzi](https://www.linkedin.com/in/ellenyanuzzi)

SKILLS

Technical Writing

Requirements Analysis

Systems Analysis and Design

Project Management Software (i.e. MS Project, Primavera)

Database Management (i.e. Oracle, SQL Server)

Networking Protocols (TCP/IP, UDP)

Change Control Management

LANGUAGES

English

Dutch

EMPLOYMENT HISTORY

● Information Technology Project Manager at Global Information Technology Solutions, CT

Mar 2022 - Present

- Led a team of 12 information technology specialists to successfully complete a \$2 million project on time and under budget.
- Managed the installation of a new network for a company with 500 employees, ensuring minimal downtime during the transition.
- Coordinated the efforts of 30+ contractors to upgrade an organization's computer system, resulting in increased efficiency and productivity.
- Planned and executed the migration of an organization's website to a new platform, increasing traffic by 25%.
- Developed training materials and led classes for staff on how to use newly installed software applications, reducing support requests by 50%.
- Wrote proposals that secured \$1.5 million in funding for projects.

● Senior Information Technology Project Manager at Enterprise Information Management, CT

Sep 2018 - Feb 2022

- Led a team of 12 in the development and implementation of a new CRM system that increased sales by 25%.
- Project managed the installation of 200+ new workstations across 3 locations, on time and within budget.
- Successfully migrated an organization from Exchange to Office 365, with zero downtime for users.
- Implemented a remote working solution for 300+ employees spread across 4 states, reducing office costs by \$50k per month.
- Managed the rollout of a BYOD policy for 1,000 users, ensuring data security and compliance with company policies.

● Lead Information Technology Project Manager at Application Services, CT

Jul 2015 - Jul 2018

- Led a team of 12 in the development and implementation of an enterprise resource planning system that increased efficiency by 25%.
- Project managed the installation of a new VoIP telephone system for the company, reducing communication costs by \$15,000 per month.
- Successfully completed 5 IT projects under budget and ahead of schedule.
- Created training materials and trained 50 employees on using the new CRM software resulting in increased sales productivity by 15%.
- Managed website redesign project which resulted in a 30% increase in web traffic.
- Oversaw data migration from old server to new server with zero downtime or data loss.

CERTIFICATES

Certified Information Technology Project Manager (CITPM)

Dec 2020

Certified Agile Project Manager

Jun 2019