



JAMES LYNCH – DALLAS, TEXAS 75248 – EMAIL: JLINTX4U@YAHOO.COM

Career Resume

IT Project Management Professional

SUMMARY OF QUALIFICATIONS AND POSITION SOUGHT

Recently retired with over thirty years of Information Technology expertise from the US Army (Veteran) and Federal Government; The Department of Homeland Security – Immigration & Customs Enforcement (DHS/ICE) within the Office of the Chief Information Officer (OCIO) at the ICE Headquarters Office in Washington, DC – Duty Station Dallas, Texas. **Seeking:** Part or Full-Time IT Project Management or other IT Support Work-From-Home (WFH) position.

Results-oriented Project Management Professional with strong background in Computer Science, Information Technology, Systems Life Cycle Management (SLM), Database Design and Development, Supervision of IT Technical Engineering Teams, projects, application systems management for successful support of the business process, schedule and within budget constraints. Excellent communicator with the ability to gather business and information requirements and provide technical direction and expertise to Customers or Management, as well as communicate in non-ADP terms for customer business information process compilation, analysis, budget and resource comprehension. Solid IT Project Management experience with excellent track record of consistently achieving project goals and meeting suspense dates successfully.

IT MANAGEMENT SKILLS

Project Management Professional: Managing Application Systems IT Support Contractor & Engineering Teams, multiple desktop, network and Web application systems projects simultaneously with proven success in establishing rapport and credibility with diverse ICE Systems Owners, users and customers. Ability to supervise employees, lead Teams and deliver successful IT Support in demanding, high-pressure and stressful environments.

IT Management experience within the following areas: Project Management Teams, Expertise in Systems Life Cycle Management (SLM), Project Management Professional, National Application(s) Systems Management, Management of the ICE National Technical Engineering Support Helpdesk Center, Contract Technical Support Negotiation, Management of the US Department of Justice – Immigration & Naturalization Service Systems - Dallas Data Processing Center, Management of Database Design & Programming Teams, WAN/LAN Administration, Design and Operations, Mainframe & Mini Operations, Computer Room Plant Design and Data Entry Operations. , Monitoring IT contracts and resources, Contractor Performance Evaluations, Contract Evaluations/Negotiations, Budget Cost analysis/planning and forecasting, Information Systems Security Officer (ISSO), Risk Analysis, Physical Computer Security, Information Technology Systems Security Officer (ISSO), Employee Evaluation and Supervision and trained in Equal Employment Opportunity standards (EEO).

IT TECHNICAL SKILLS

Skilled in the installation, administration, and operation of; Microsoft Windows: VISTA/XP/2000/NT/98-95, Windows NT/2000 Server, WAN/LAN Novel Network Administration, Systems Analysis, Troubleshooting Computer Systems, SQL, MS DOS, TCP/IP, Technical Presentations, Oracle9i/8i, Java, Java Script, Flash 5., HTML 4, Visual Basic 6, Database Administration, dBase IV, MS Office Suite: Word, Excel, Access Programming, PowerPoint, Computer Room Design, Cable Plant Design, C++, Cobol programming.

PROFESSIONAL EXPERIENCE

2001 – Present: Project Management Professional

I provide the DHS/ICE OCIO Director of the Administrative Systems Branch in our Headquarters office in Washington, DC with Project & Program Management & Analysis by: Determining IT business process requirements, goals, deliverables, process, constraints, assumptions, strategy, performance criteria, resource requirements& budgets, cost-benefit analysis, project planning, project controls & approvals, communicating progress, implementing quality assurance procedures, ensuring plan compliance and control, responding to risk events, monitoring project activity, issues and documentation, respond to and facilitate stakeholder interests and requirements while following the Service IT Systems Lifecycle Management Guidelines .

Yearly Evaluation Rating: Excellent. **Director:** George Estes.

EDUCATION

Project Management Professional (PMP) training course 7/2007.
96 Hrs. towards BS in Computer Science, University of Texas @ Arlington 1982.
High School Diploma, Copperas Cove, TX. 1970