

Matt Bradley

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182 Wellfleet Cir., Folsom, CA 95630

916.716.3808

matt@mattbradley.net | www.mattbradley.net

OVERVIEW

Results-driven IT executive with 29 years of experience in people and project management, business analysis, quality assurance, systems engineering, network engineering, software development and technical support. An influential leader with intrinsic talent for conceptualizing, communicating and implementing vision to increase profit and efficiency. Strong leader with motivational management style and reputation for achieving results.

COMPETENCIES

- Cost/Budget and ROI/TCO Analysis Business process identification
- Team Building and Motivation
- Technology Alignment with Business Processes
- Software Development Management (Scrum, Kanban, Waterfall)
- Vendor Relationship Management
- Enterprise Architecture & IT Security
- Cloud Migration from traditional data centers (Azure)
- Employee Training and Development
- Strategic Planning

EXPERIENCE

Principle Project Manager | [Blue Shield of California](#)

(Consultant w/TekSystems from March 2014 to July 2016)

March 2014 – present

- Successfully delivered highly complex projects within budget, scope and schedule with 1 percent variance (over 50M in project budgets).
- Projects included Exchange migration (2007 to 2013), database migrations for LOB, organization merger/acquisition (users, computers, servers, applications into single AD forest), email archive deployment, AWS/Azure product integrations, and API development and foundational development to move the entire organization from on-prem datacenters to Azure and Google cloud platforms.
- Worked on extensive projects to update organizational security processes, operational models and defense layers.
- Managed portfolio of infrastructure projects including budget, resources, project deliverables, etc. using waterfall, agile (Scrum and Kanban) delivery frameworks. Worked in DevSecOps teams.

- Developed strategy, approach, scope, schedule, resource plans and budget for the integration of the IT infrastructure (people, processes and technology) of an acquired health care company. Executed and drove the long-term integration of the two organizations.
- Developed financial tracking mechanism for projects for the Office of the CIO to track and forecast capital and expense dollars for resources, procurement items, etc.
- Lead cross departmental and diverse project teams through complex and time constrained requirements, deadlines and budgets. Developed cohesive, successful and motivated teams.
- Ensured the people, processes and technology considered, selected and deployed strategically aligned with overall organization goals and objectives.
- Collaborated with department leaders, BSC senior leadership and stakeholders to communicate project status, issues, risks, needs and provided recommendations on any needed changes to ensure continued alignment with the business goals and objectives.

Sr. Project Manager | (Robert Half Technology) California Earthquake Authority

November 2013 – January 2014

- Managed portfolio of software development projects using an Agile and Waterfall approach.
- Developed project schedules, tasks, budgets and resource allocations, project charters, communications plans for new projects.
- Monitored project process and communicated project status, risks and issues to PPMO.
- Facilitated daily project team stand-ups and project team meetings as well as meetings with business unit and SME's to develop project scope and communicate project progress.
- Leveraged PPM software to track and manage project artifacts, tasks and assignments.
- Developed enhancements and updated to project methodologies, process, procedures and tracking controls.

Sr. Director, Information Technology | American Pacific Mortgage

December 2010 – August 2013

- Developed and introduced process and procedures for IT governance, management, change control and general daily operations of IT systems.
- Streamlined the Development Services department and deployed formalized development methodologies utilizing the MSF for Agile Software Development v5.0 framework.
- Architected and managed the migration of IT infrastructure to virtualized environment with VMWare and Equallogic SAN backend.
- Developed and executed a plan to upgrade infrastructure from Windows 2003/Exchange 2003, Server 2008/Exchange 2010 (DAG's)/SPS 2010, SharePoint 2003 to 2010 w/ FAST Search server in a highly redundant environment.
- Developed IT Strategic plan to align technology to the business over the next 24-36 months. Including the Enterprise Architecture, Technical Architecture, Application Architecture and budget.
- Introduced formalized change management, standardized documentation, procedures and SOP's for managing a highly available infrastructure environment
- Identified IT Budget, required resources (including personnel, hardware and software) to execute IT Strategic Plan.
- Managed enterprise project to migrate current mix of LOS software (Point, Mortgage Builder, Doc Velocity) to Encompass 360 Banker Edition (1000 user migration).
- Introduced Agile development practices to ensure application development was efficient and produced quality products.

- Commenced new project to introduce SharePoint, Lync Server and updated Messaging environment to provide consistent user experience no matter their location.
- Managed implementation of Microsoft System Center Operations Manager to proactively monitor systems.
- Continually developed and educated IT staff to improve their knowledge, effectiveness and independence as professionals and leaders.

Chief Technology Officer | [California Peak Fitness, LLC](#)

November 2007 – February 2011

- Developed processes and procedures for all of our locations to ensure consistent delivery of our training services.
- Developed financial statements, templates, workflow processes and the infrastructure to track our accounting (including P&L, Balance Sheet, Cash Flow statements, and gross margin analysis per club).
- Designed workflow requirements and processes for payroll, accounts receivable, accounts payable, etc.
- Developed operations manuals, and sales tools to be utilized by the sales staff to maximize production.
- Developed new hire paperwork, company policies, guidelines, etc. in order to properly introduce new employees to the organization.
- Researched, designed requirements and implemented IT solutions in order to increase process efficiency with POS, billing, collections and member services.
- Developed financial documentation in order to obtain financing from lending institutions and individual investors.
- Developed financial statements and the infrastructure to track our accounting (including P&L, Balance Sheet, Cash Flow statements, and gross margin analysis per club).
- Developed in conjunction with the sales staff, operations manuals and sales tools to be utilized by the sales staff to maximize production.
- Developed a Business Plan, goals, objectives and a plan for execution and monitoring.

Vice President of Operations | [Capital Network Solutions, Inc.](#)

November 2003 – February 2008

- Employed a culture of customer service and a focus on personal excellence with a leading Managed Service Provider in Sacramento.
- Identified, defined and developed the business processes, procedures, staffing requirements, client billing structure and all other aspects to transition the organization into a **Managed Service Provider** model. Identified requirements and implemented a MSP management platform (ConnectWise). Successfully transitioned the organization to an MSP developing a recurring monthly revenue stream of 3 million annually.
- Responsible for managing all projects for clients as well as analyzing the clients business in order to develop technical and software solutions that aligned with specific each client's specific business models.
- Developed formal project methodologies for all project processes from pre-sales to project completion.
- Developed templates for all of the project deliverable documentation (Infrastructure Assessment, Project Design Specifications, Installation & Configuration Procedures, Change Control Procedures, Test Plans and Test Cases, Support Plans, Project Plans and Project Schedules, etc.).

- Developed a training and certification program in order to get employees trained quickly on new technologies and obtain required certifications for Microsoft Gold and Citrix Platinum partnership levels.
- Developed a Disaster Recovery and Business Continuity templates and offerings for clients.
- Designed, Developed and Developed SharePoint 2003 farm for document management, process workflow management and client information management.
- Developed metrics in order to track operations labor and hard costs as well as revenue to ensure that each business unit was hitting appropriate labor loaded gross margins.
- Developed requirements, process flow and outlined application specifications for Business Intelligence portal providing real time client ticket monitoring.
- Introduced a formal software development methodology and established a quality team of developers, analysts and graphic artists to develop .NET based web and windows based applications and services.
- Designed and developed a recruiting portal to track all applications, screenings, and hiring's of personnel.
- Developed plans in order to continuously improve our internal processes, service offerings and customer service and developed the appropriate budgets for execution.
- Architected and designed hundreds of solutions for our client's information systems.
- Developed a training and certification program for staff.
- Developed (over 250) proposals, RFP's, etc. and the standard templates for delivery to clients.
- Provided pre-sales engineering and architecture support for all new clients and projects.
- Established standardizations for job classifications, salaries, descriptions, Management by Objectives (MBO's) and recruiting for the organization.

Director, Information Technology | Capitol Commerce Mortgage Co.

January 2001 – September 2003

- Managed relationships with end user subject matter experts to determine application system requirements for multiple complex and cross-functional projects.
- Worked with development team to ensure end user requirements were translated into the applications accurately.
- Worked to elicit and manage requirements, facilitate JAD sessions, prepare business process models, prepare detailed business use cases, Identify and document business rules, perform gap analysis, execute system testing and support User Acceptance Testing activities.
- Created formal procedures and processes for all network activity (server creations, desktop deployment, new site turn ups, etc.).
- Developed and applied a formal software development methodology (SDLC) to ensure the consistency of application development. This ensured that projects were completed within stated timelines and met the original requirements of the stakeholder. This also ensured that applications were released defect free and within budget constraints.
- Responsible for the project management and business analysis of internal application development (pricing matrix, feature & hits engine, program eligibility engine, various internal enhancements) as well as external services to customers (online loan status, online locking, 1003 upload ability, automatic AUS connectivity, credit, flood, AVM, title, etc.).
- Developed requirements specifications, workflow diagrams, external product specifications for existing Loan Origination Software as well as new projects (web and windows based applications).

- Created formal processes, standardizations and document templates for the SDLC (Project Plan, Software Requirements Specification, Software Design Specification, Test Plan, Deployment Plan, End User Guide's, Project Schedule and Release Checklists) using components from PMI, RUP, CMMI and the MSF.
- Designed and implemented a large LAN/WAN (and server infrastructure) network to support 1200 users in 17 remote office locations.
- Developed training and employee continued learning programs to ensure that the staff was up to date on current technologies, certifications and experience.

Project Manager | **Capital Network Solutions**
1997-2001

- Created design proposals for large Citrix Metaframe implementations, Exchange 2000 implementations and migrations from a Windows NT 4.0 domain to a Windows 2000 domain.
- Created policies and procedures for technical staff to use when implementing projects at client sites.
- Developed training programs for new and current staff to increase their technical knowledge.
- Configured various Cisco routers and switches, Compaq servers (hardware and software), various workstations, Exchange 2000 servers, SQL 2000 servers and Citrix Metaframe 1.8 servers.

Network Analyst | **Sacramento Municipal Utility District**
1996 - 1997

- Provided network support, implementation and design. Troubleshooting network connectivity problems and software/hardware conflicts with PC's, UNIX servers and printers.

Student Assistant | **Department of Conservation**
1994 – 1995

- Provided technical support on their UNIX platforms, PC, server backups, etc.

EDUCATION

University of California, Davis

Electrical and Computer Engineering

National University

B.S., Information Technology Management

M.S., Management Information Systems

AWARDS AND CERTIFICATIONS

Eagle Scout

