

## **Jodie Mathies**

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### **Career Summary**

- Experienced Program Manager. Experience creating and managing PMO organizations. Ensures project priorities reflect business goals.
- Skilled Project Manager (PMP). Works with company culture and process to effectively define and manage projects. Experience with financial analysis and tracking of organizations and projects.
- Excellent business communication skills. Comfortable with all levels of an organization. Effective liaison between technical and non-technical departments.
- Experienced Information Technology manager of multi-disciplinary teams with multi-million dollar budgets. Enjoys building, managing and mentoring teams.
- Strong customer service focus. Dedicated to establishing and managing processes and projects to best meet internal and external clients' needs.

### **Work Experience and Accomplishments**

#### **ORACLE**

**2004 –**

##### **Program Manager, Service Engineering, Oracle On Demand**

Developing processes for On Demand Services organization. Working with multiple internal organizations to create a cohesive suite of processes and accompanying culture to support rapid expansion of Oracle's ability to host and manage their clients' Oracle applications and databases. Within the Services Engineering Program Office, creating structure and processes for tracking of projects and improving delivery quality. Manage multiple projects personally with teams distributed in Europe and the US.

#### **CONTRACT PROJECT MANAGEMENT**

**2001 – 2004**

Contracts at **Gap, Inc, Levi Strauss & Co**, and **ChevronTexaco**. Projects included:

- Development of project process flow and document templates for one of ChevronTexaco's operating companies
- New and enhanced internal reporting to support new brand at Levi Strauss & Co. Review of business needs / development for Sales, Finance, Logistics, Planning, etc. Team included internal and contract (including development team in India) members.
- Business analysis / project management of a knowledge management web portal (Plumtree)
- Release management of an e-commerce venture being built to sell a new product line
- Upgrade of vendor security software for several applications used by external marketers

#### **TELEPHIA, INC**

**2000 – 2001**

##### **Director, Program Management**

Built department that project managed software development for Telephia, a wireless telecommunications marketing information start-up company.

- Hired, trained, and managed team of Project Managers
- Designed and promoted company systems development project management process.
- Personally project-managed selected critical projects, while overseeing progress on all company projects
- Created and maintained company-wide project prioritization process; worked with senior management team to establish priorities among ongoing and proposed projects
- Assisted Finance in establishing product profitability metrics
- Formed positive working relationships with members of all other departments within Telephia, from Marketing/Sales through all technical areas. Job entailed extensive communication with all levels of the organization, from most senior management to individual contributors.

## **BANK OF AMERICA**

**1987 – 2000**

### **Vice President, Client Profitability**

1994 – 2000

Project Manager, then Manager of Wholesale Client relationship profitability reporting and related systems, including new development as well as support of existing systems. Core system provided complete relationship activity and risk-adjusted profitability. Managed department with 37 employees: developers, project managers, business and financial analysts, and managers. Staff and Management were both local (Bay Area) and remote (North Carolina, Texas, UK)

- Managed yearly budget over \$5 million
- Responsible for timely and accurate delivery of customer profitability information and reports for 40,000 companies, plus extensive ad-hoc MIS support. System reconciled to Financials on monthly basis.
- Designed technical architecture of target system
- Met regularly with senior business and finance management to review business needs and establish priorities for team
- Re-design of system to incorporate RAROC (Risk-Adjusted-Return-On-Capital) methodology at client level. Included new data sources, re-designed suite of standard reports, and training of system users
- Development of an ad-hoc reporting sub-system that provided extremely flexible reporting capabilities for revenue and expense analysis
- After merger with Continental Bank, oversaw conversion process from Continental's equivalent system and provided specialized reporting for former Continental regions

### **Systems Engineer / Advisory Systems Engineer / MIS Manager**

1987 – 1994

Programmer/Analyst, then technical team lead for system development projects, including:

- Retail Branch Incentive program
- Analysis of planning / budgeting systems for Commercial organization
- FASB 91 compliance system for Commercial Loan system
- Replacement of Commercial Loan system

Project Manager for:

- Bank of America / Security Pacific merger coordinator for Wholesale MIS team. Researched system needs and conversion schedules; communicated to other managers on team.
- Business requirements / specifications / user testing for new credit risk analysis and reporting system.

## **CHEVRON**

**1985 – 1987**

### **Programmer / Analyst, Office and Library Automation teams**

### **Education and Training**

#### **Degrees / certificates**

ITIL	<b>Foundations</b> certification	
PMP	<b>Project Management Professional</b> certification	Project Management Institute
MLIS	<b>Information Systems Management</b> concentration	University of California – Berkeley
MA	<b>Semiology</b> concentration	Middlebury College / Universite de Paris
BA	<b>French</b>	The Colorado College

#### **Continuing education courses**

**Technical:** mainframe, client-server, and personal computer application and data base software and programming languages. Object Oriented Analysis and Design. Web technology and Development classes. MS Office suite (PowerPoint, Word, Excel). MS Project.

**Other:** Project management process and 'Best Practices' training. Management, diversity and presentation courses. Retail, Wholesale and International Banking. ITIL Foundations.

### **Professional activities**

**Member, PMI** (Project Management Institute)

**Judge, Masters students' final projects**, School of Management Information & Systems (SIMS) UC-Berkeley, May 2004