

BUNMI ABIOYE, PMP, SMC

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Project Manager

PROFILE

An enthusiastic and results-driven professional with robust experience in Project Management (PM), including Web Design and Development, Enterprise Resource Planning (ERP), Computer Applications and Information Technology Delivery. Successfully led over 20 teams of 8 people (average).

Proficient in Project Management Methodologies - **Agile**, Waterfall and hybrid delivery methods within multi-national and cross-functional environments (with an average of 6 different functions).

SKILLS

Technical Skills

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| • People Management | • Project Management | • Web Design & Software Development | • WebEx, Zoom, MS Teams, JIRA, Slack |
| • Leadership | • Microsoft 365 Suite: MS Project, Access, Excel, Visio, Word, PowerPoint | • Enterprise (ERP) Implementation | • Analytics & Metrics |
| • Organization | • Power BI, Tableau | • Systems Integration | • AODA Knowledge |
| • Negotiation | • SharePoint | • Budget, Planning & Forecasting | • SQL, XAML, C#, .net framework, HTML, CSS & JavaScript |
| • Strategic partnership | • Visual Paradigm | • Vendor, Change and Risk Management | • Kanban, Scrum, DAD, XP, UP, Lean |
| • Communication - Written, Verbal, Listening | • Quality & Continuous Improvement | | |
| • Teamwork | | | |

EMPLOYMENT HISTORY

Project Manager, PMO at *LifeLearn, Guelph, Ontario, Canada*

Mar 2021 - Present

- Lead over ten digital, IT Applications, Software, Integration and Infrastructural projects
- Gather information from the business subject matter experts and stakeholders, lead and facilitate decision-making for the implementation path
- Maintain up-to-date documentation to track the project from the review of the project request document and development of the Project Charter during initiation through the lessons learned and sign off during the closing phase
- Consistently conduct project review meetings and communicate actively with project team members, stakeholders, leadership, and external clients; to promptly share updates and essential information, maintain relationships and inspire great ideas
- Ensure that the team activities are aligned to project goals, track decisions, manage change requests and communicate the project value and updates
- Manage risks, develop mitigation plans and resolve conflicts
- Lead the organization's migration to Agile PM Methodology, drive agile mindset through presentations, coaching, training, retraining and effective communication, remove impediments as required

Achievements

- ✓ All completed projects were delivered on time, with savings and 100% quality
- ✓ Successfully established Scrum PM Methodology in the organization

Project Manager at *LabIngate Inc., Ontario, Canada*

Jul 2020 - Feb 2021

- Successfully delivered the complete System Development Lifecycle (SDLC) of websites development and software applications projects, leveraging Agile and Lean methodologies
- Planned, scheduled, tracked, and reported the projects' progress through the initiation, planning, execution, monitoring & controlling, releasing, and closing phase
- Developed project documentation and models such as the WBS, Gantt Charts, specifications, status reports, change requests, class diagram, use case diagrams & narratives and workflows
- Efficiently managed vendors through the sourcing, contract negotiation, delivery to sign-off
- Mentored colleagues to effectively use PM tools and Agile methodology

Achievements

- ✓ All projects delivered on time, fully, with substantial cost-savings and zero defect
- ✓ Built a robust project management framework for successful projects delivery, capturing the effective use of PM tools and techniques, Scrum, JIRA, and Kanban boards

Project Manager at *Covenant University*

Apr 2017 – Feb 2020

- Planned, organized, tracked, and provided status updates on Computer Applications development projects (conference website, Microstructure Generator, e-Predictor, Learning Management System) through the entire phases of the Project Management Life Cycle
- Coordinated and facilitated training, meetings, and other PM ceremonies
- Identified project risks and developed the risk mitigation plans proactively
- Developed the system documentation for the projects and the user's manuals
- Evaluated the system performance, executed statistical analysis on data to provide insights
- Lectured over 500 students at different levels with a 100% satisfaction rate

Achievements

- ✓ On-time and in-full delivery of projects within the triple constraint of time, scope, and budget

Information Technology Project Manager at *Procter and Gamble*

Jun 2013 – Feb 2017

- Planned, organized, controlled, directed, evaluated, and managed the information systems projects for the sales organization and the key business partners (as a consultant)
- Deployed Real-Time Business Intelligence and reporting solutions, leveraging the agile methodology, with the capability of generating automated reports and data visualizations
- Led effective teams that analyzed business data and insights
- Delivered and led client engagements for the implementation and integration of Enterprise Resource Planning solutions, including Sage, JD Edwards Oracle, and Microsoft Dynamics
- Implemented the mobile application solution to automate the Sale Force process end-2-end, with a scope of 1500 mobile users and over 100 back office users
- Successfully managed multiple and changing demands and priorities and was able to render excellent customer service quality to the internal and external clients, including the top executives
- Managed over 3 complex IT projects on a global scale (comprising distributed team members), each worth about \$500,000 and more, resulting in the attainment of the business goals

Achievements

- ✓ Delivered projects within the triple constraint of time, scope, and budget, which resulted in 100% real-time visibility into sales data, additional productivity of 30%, incremental sales of >3%, and exponential reporting cycle time reduction from 12 hours to 5 minutes
- ✓ Saved over \$50,000 through process improvement projects delivered
- ✓ Won several awards for leading with courage and being interdependent

Project Manager at *PZ Cussons*

Jan 2011 – May 2013

- Delivered transport optimization projects (telematics, haulage space optimization app)
- Developed project plans and initiated projects by confirming project scope, estimate, resources, roles, and responsibilities; monitored and controlled execution of the project through Plan, Analyze, Design, Build, Test and Implementation phases
- Successfully developed, evaluated, and managed budgets to achieve >5% savings
- Delivered excellent negotiation & relationship management with third party clients

Achievements

- ✓ Increased efficiency by 20% leading to ETA >95% and reduced process failures by 50%, through projects successfully implemented on time

VOLUNTEERING - Computer Club Volunteer at *Immigrant Services Guelph- Wellington, Ontario, Canada*

Apr 2020 - Present

- Engage clients to assess and identify social, digital, and technical needs and assist accordingly
- Provide coaching to clients for enhancing their computer skills

EDUCATION

- Graduate Certificate, Computer Applications Development, Conestoga College, Ontario, Canada.
- Master's Degree (Distinction), Materials Engineering, Obafemi Awolowo University
- Bachelor's Degree, Metallurgical & Materials Engineering, Obafemi Awolowo University

CERTIFICATIONS

- Project Management Professional (PMP®)
- Scrum Master Certified