JOHN MATTHEWS, MS INFORMATION SYSTEMS

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PROJECT MANAGER (GOOGLE PROFESSIONAL CERTIFICATE) / BUSINESS ANALYST / CERTIFIED SCRUM MASTER (CSM) AND PRODUCT OWNER (CSPO)/ TRAINER AND AGILE COACH

with 10+ years of experience collaborating with cross-functional teams to create products, analyze business needs, and enhance the use of technology to increase project productivity and completion and providing leadership to positively influence the technical culture for business and educational institutions.

KEY ATTRIBUTES AND SKILLS

Project Management (Google Professional Certificate) | Certified Scrum Master (CSM) | Certified Scrum Product Owner (CSPO) | Remote Working Certificate (LinkedIn) | Total Quality Management | Knowledge Acquisition | Excellent Presentation Skills | Critical Thinks and Problem Solving | Business and Technical Requirements gathering

EXPERTISE IN

- Ability to fully breakdown and explain even the most complex issues to multiple stakeholder audience types.

- Agile methods for software and product development, lean manufacturing, and business functions.

- Analyzing business needs and contractual requirements, creating user stories and epics for agile development teams. Refactoring backlog items, team scheduling and budgets.

- Versatile. Can act in Product Owner (Scrum or Traditional), Project Manager, Technical Project Manager, Scrum Master, and Business Analyst roles.

- Leading design and development as project manager and lead instructor: Created the pilot program for Video Software Development courses which became Westwood College's highest enrollment of all the programs offered within 6 months of launch.

TOOLS AND FRAMEWORKS

JIRA CONFLUENCE, ASANA, AZURE, MS PROJECT, WRIKE, TRELLO, ZOHO PROJECTS, MS OFFICE, GOOGLE WORKSPACE, SLACK, GITHUB

CURRENT PROGRAMMING STACK: JAVA, SQL, NODE.JS, SPRING BOOT, VUE

EXPERIENCE

Paradigm IoT

Located in Las Vegas, NV, Paradigm IoT does PBC/PCBA design and prototyping, Firmware, and application development for internet and Bluetooth enabled devices.

Director of Operations   **August 2023 | Oct. 2023**

Operations Management, Project management, Product management, Product ownership, Quality Control.
Paradigm IOT Operations Manager Responsibilities:
Interfaces with clients and oversees and manages program and project goals
Takes ownership of output and meeting program and project goals
Oversees design, setup, configuration, maintenance of various internal and external projects
Directs the activities of the systems work force, identifies problems and implements corrective solutions.

Assures the completion of scheduled work by overseeing daily activities.
Coordinate with clients regarding scheduling, program requirements, troubleshooting, etc, and communicate this information to employees.

Tech Impact/PunchCode
Located in Las Vegas, NV, *Tech Impact's* **PunchCode** *was a "Full Stack" Java Developer Boot Camp which closed Feb.28, 2023.*
Lead Instructor   **December 2021 | March 2023**
Programming stack used: Java (11), SQL, PostgreSQL (database), node.js, Springboot, VUE framework.
Enhanced third party supplied curriculum by interweaving a strong agile development component and created an agile focused learning environment. SCRUM, Kanban, Lean Coffee and other methods were introduced and incorporated into the program with a professional grade team development capstone. All capstones were "pitched" to both a panel of industry professionals as well as at Las Vegas' startup community- "Tech Alley".

Notre Dame High School

Located in Sherman Oaks, CA, *Notre Dame is a premiere independent college preparatory high school*.

Teacher – AP Computer Science, AP Java Programming, Robotics, Engineering   **August 2015 | June 2021**
Taught advanced placement courses, Computer Science A (Java Programming Language) and Computer Science Principles to high school aged students. Provide hands on instructions both in person and virtual, classroom management, along with designing and implementing new courses to meet University of California standard for college course credit.

- Created and rewrote advanced computer science curriculum for 8 courses to meet University of California approval that lead to **200% enrollment increase** of students interested in STEM courses with the goal of pursuing computer science, engineering, or robotics in college.

Associated Technical College ("ATC")

ATC's institutional objective is to provide oriented training programs to help the student develop the quality job skills needed for success in career areas offering long-range opportunities.

Lead Instructor   **January 2015 | August 2015**
Lead Instructor for Telecommunications program and rewrote entire curriculum to match COMPTIA (Computer Technology Industry Association) and FOA (Fiber Optics Association) for instructional providers.

- Rewrote program goals and curriculum to meet COMPTIA standard instructions for both A+ Certification and the Network + Certification courses which was recognized by the FOA and resulted in increased **enrollment rates tripled** over the following 2 quarters. This program became one of ATC's most valuable revenue streams.

ITT Technical Institute

ITT Technical Institute was a for-profit technical institute. Founded in 1969 and with approximately 130 campuses in 38 states of the United States, ITT Tech was one of the largest for-profit educators in the US before it closed in late 2016.

Instructor   **June 2014 | August 2015**

Instructed courses at the Culver City, CA location in Information Systems Administration, and taught additional courses in Web Development and Programming, along with Networking Hardware and Software classes.

Westwood College

Westwood College was a private, for-profit college owned by Alta Colleges Inc. with 15 campus locations in five states and online learning options.

Project Manager | Lead Instructor   July 2000 | November 2013

Project Manager and Lead Instructor for Game Software development courses at Los Angeles campus and was selected by President to develop and manage the pilot program in Video Software Development.

- Created the first 8 course modules to support programs in Game Software Development and Game Art Development to roll out pilot program for students, within 6 months the degree programs became Westwood College's highest enrollments of all the programs offered.

- Utilized both original materials and sourced additional resources through Creative Commons websites to develop and design curriculum that followed educational guidelines, which resulted in the University of Southern California waving partial criteria for entry into their Masters programs in Video Game Development for Westwood graduates.

PREVIOUS WORK EXPERIENCE

Managing Partner | Product Manager | A Maniacal Game (Game software development company in a fully remote development environment, 7 years).
Full time Instructor, Networking Technology | United Education Institute (2 years)
Educational Contractor- Networking and Telecommunications | Learning Tree University (3 years)
Consultant | John Matthews' Computer Automation Technology Consulting (7 years)
Army | United States Military | Honorable Discharge

EDUCATION

Master of Science | Information Systems | National University Awarded "Distinction"
Bachelor of Science (BS) | Excelsior University (formerly Regents College)

Certifications and Professional Certificates

Google Project Management | Professional Certificate | Coursera | ID: SEAZE2D3DQV8
Certified Scrum Master [CSM] | Scrum Alliance | ID: 001229309 (ID is tied to account holder)
Certified Scrum Product Owner [CSPO] | Scrum Alliance | ID: 001229309 (ID is tied to account holder)
Art of Negotiation | Professional Certificate | University of Phoenix
Total Quality Management | Professional Certificate | University of Phoenix
Certified DevOps Project Manager | International Devops Certification Academy | ID: 3659532207529
Certified KANBAN Project Manager | International Scrum Institute | ID: 9937663144897
Certified Agile Coach | International Scrum Institute | ID: 2409192957449
Video Game Design and Development | Professional Certificate | Excelsior College

Additional Training

Becoming an Agile Project Manager | LinkedIn Learning [Multiple course learning path]
Master Agile Software Development| LinkedIn Learning [Multiple course learning path]
Get Ahead in Business Analytics and Analysis \ LinkedIn Learning [Multiple course learning path]
Develop Your Skills as a Program Manager \ LinkedIn Learning [Multiple course learning path]

Remote Working | *LinkedIn Learning [Multiple course learning path]*
FEMA- IC 100 *Introduction to Incident Command System* | *The Emergency Management Institute*
FEMA – IC 200c *Basic Incident Command System for Initial Response* | *The Emergency Management institute*

CIVIC VOLUNTEERISM

Organizer and content facilitator for Agile4Vegas [https://www.meetup.com/agile4vegas-agile-for-business-and-entrepreneurs/] a regular event offered at Tech Alley Las Vegas' late afternoon session [https://www.techalley.org/locations/las-vegas] supporting small business and entrepreneurial endeavors by introducing agile and lean methods and frameworks adapted for business.

ADDITIONAL SKILLS

Information Technology | Business Analysis | Networks | Security | Communication | Leadership | Management | Team Building | Business Acumen | Mentor | Capacity Planning | Resources | Infrastructure | Analytical | DevOps | Kanban | Performance Evaluations | Hardware | Software | Technical Knowledge | Project Management | Portfolio Management | SDLC (Software Development Life Cycle) | Agile