OLU W. OMODARA
[redacted]

OBJECTIVE

To expend my knowledge and background in Management and Business and Administration towards the growth and expansion of the organization.

EDUCATION

Chicago State University
Major: Management Information Systems
Degree: BS (May 1989)

QUALIFICATIONS

CERTIFICATIONS	Project Management Institute (PMI) Project Management Professional (PMP) Certification (Designation – November 1999) University of Phoenix, Arizona Project Management Certificate Program (Completion - December 1998)
METHODOLOGIES	Method/1
PC SOFTWARE	WINDOWS, MS-Office, MS-Project, Internet, Visio, Project Workbench, Access, Lotus Notes

WORK EXPERIENCE

Park Central Pharmacy, Phoenix, AZ (9/05 – present)
Business Manager
Responsibilities involve financial forecasting; client billing; accounts receivable/payable; generating monthly A/R statements; month-end preparations and reconciliations for monthly/quarterly/annual financial statements; cost of goods sold procurement purchases; monthly/quarterly/annual tax preparations and reporting; employee payroll; insurance disbursement reconciliations; check processing; customer service and HIPAA compliance; relationship management; employee appraisals; interviewing; cash handling and reconciliation; and office supplies procurement and various related daily operations duties.

LAN Medical Group, Avondale, AZ (06/01 – 12/06)
General Manager

Responsibilities involved overseeing the supply of durable medical equipment, prosthetics/orthotics, and enteral nutrition to patients and also workers compensation patients; verifying insurance coverage for prospective patients and working closely with doctors' offices and medical professionals for obtaining medical records and verifying prescriptions; Billing healthcare institutions such as Medicare, TriCare, Blue Cross Blue Shield, Pacificare, and industrial insurance carriers for workers compensation; HIPAA compliance; and preparing monthly financial/operating statements.

Spherion Corp., Scottsdale, AZ (04/03 – 9/05)
Client: IBM/American Express – Global Network Services Technologies Organization - Phoenix
GNS Release 3.2 project – Consultant/Release & Project Manager
Responsibilities involved overseeing a major company/organizational release consisting of various projects representing web, distributed, and mainframe platforms; risk, scope, and cost management; relationship management between business and technical partners and external vendors; monitoring issues and change control; project reporting; project plan management; and various other project management efforts.

Spherion Corp., Scottsdale, AZ (10/02 – 03/03)
Client: IBM/American Express – Interactive & Corporate Technologies Organization - Phoenix
Business Continuation Planning/Disaster Recovery project – Consultant/Business Analyst
Responsibilities involved the identification of systems interfaces, third party vendors along with technical and business partners for web-based, midrange, and mainframe applications for the Interactive and Corporate Technologies organization. Coordination of numerous alignments with various groups for disaster recovery, business continuation planning, and crisis management efforts.

GlobeNet Technologies, Inc., Tempe, AZ (6/00 – 3/01)
Senior Project Manager
Responsibilities involved defining scope, time, cost, and various other areas of project management, with respect to project processes and the project development life cycle to ensure projects met client requirements; identifying and gathering client requirements; providing the organizational skills required to complete projects; maintaining communication with project stakeholders; and utilizing proactive controls for all necessary activities pertaining the overall project effort. Technical environment for projects included Windows NT along with SQL 7 and Visual Basic for client/server applications and ASP and HTML for web-based applications.

American Express Co., Phoenix, AZ (6/99 – 6/00)
Consumer Card America Business Planning Leadership Program Office
Senior Business Systems Analyst
Responsibilities involved creating and managing project plans, tracking project information to assist technical partners in delivering projects on time and within budget and scope, coordinating business and technical partner relationships and alignment, coordinating numerous project budgets, and various other related project/program management duties.