**CAI Contact**

*Nicole Walker*

*PHONE:*

*EMAIL:*

<**Candidate Name**>

**Skills**

Please use this table to list the skills noted in the Required/Desired section of the requirement. In addition, please respond with the years of experience for each skill and the last time each skill was used. Add or delete rows as necessary.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Skill | Required/Desired | Years of Experience | Years Used | Last Used |
| Microsoft Office Suite (MS Word, MS Powerpoint, MS Excel, MS Sharepoint) | Required | 10 |  |  |
| MS Visio | Required | 7 |  |  |
| SDLC | Required | 10 |  |  |
| Experience participating in a project leveraging Waterfall/traditional IT Project Management methodology | Required | 10 |  |  |
| Experience participating in a project leveraging Agile or Hybrid Project Management methodology | Required | 10 |  |  |
| Automated testing software experience | Required | 10 |  |  |
| ITIL Foundations certification | Nice to have | 7 |  |  |
| Six Sigma Green/Yellow belt certification | Nice to have | 7 |  |  |
| Experience in Human Service industry | Highly desired | 7 |  |  |
| Experience in government sector | Desired | 7 |  |  |
| Individual contributor role experience in IT testing (developing test cases, executing test cases) | Required | 10 |  |  |
| Leadership/managerial experience in IT testing (developing test plans, leading testing teams) | Required | 10 |  |  |
| Leadership/managerial experience in User Acceptance Testing (UAT) | Required | 10 |  |  |
| Leadership/managerial experience in End-to-End and Regression testing | Required | 10 |  |  |
| Leadership/managerial experience in Integration testing (3+ interfaces) | Required | 10 |  |  |
| Leadership/managerial experience in vendor management and oversight and managing client deliverable review and approval processes | Required | 10 |  |  |
| Experience interacting with Independent Verification & Validation teams conducting reviews for projects on which the applicant has participated | Highly desired | 7 |  |  |
| Experience interfacing with Auditors conducting reviews of projects on which the applicant has participated | Nice to have | 7 |  |  |
| Experience with PMI PMBOK project management methodology, processes and deliverables | Required | 10 |  |  |
| Experience performing hands-on quality reviews of PMI project management deliverables | Desired | 7 |  |  |
| Experience performing hands-on quality reviews of technical design documents and other IT architectural deliverables | Highly desired | 7 |  |  |
| Experience developing and managing Quality Management Plans and Strategy for large IT projects (greater than $10M with at least one IT vendor) | Required | 10 |  |  |
| Experience advising senior executives regarding strategic quality decisions, such as decisions related to vendor performance/project direction | Highly desired | 7 |  |  |
| Knowledge of Organizational Change Management (OCM) and related deliverables and methodology | Nice to have | 7 |  |  |
| Knowledge of Centers for Medicaid and Medicare (CMS) funding requirements overall and related to testing, system certifications and APD updates | Highly desired | 7 |  |  |
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Employment History