

**Richard F. Roszko**  
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## **SUMMARY**

- Project Management Certified Scrum Master (CSM), Agile, Traditional Waterfall, SDLC, IMS/EVMS Method/1, CMMi/ITIL, MS Project Server, MS Project, MS Team Foundation Server
- Security Cyber Threat, Sensitive Information, Personally Identifiable Information (PII), Insider Threat
- Regulatory FDA 21CFR Part 11, Sarbanes-Oxley (SOX), USA Patriot Act
- Business Analysis Process Flow, Data Flow, Gap Analysis, Disaster Recovery (DR), Business Continuity
- Supervisory Supervised employees, contractors, vendors
- Industries Automotive, Banking, Data Centers, Entertainment, Federal/State/Local Government, Film, Insurance, Manufacturing, Multimedia, Pharma/Health/Medical, Printing, Telecom/Utilities

## **EDUCATION**

Master of Business Administration, Keller Graduate School of Management, Schaumburg, Illinois, April 1994  
Bachelor of Science in Computer Engineering, University of Illinois at Urbana-Champaign, May 1982

## **CONSULTING EXPERIENCE**

US Department of State, Overseas Building Operations, Washington DC

Project Manager, MS Project Server and Team Foundation Server consultant with security clearance, Oct 2013 - present

- Continually managed three dozen DEV and O&M projects, allocating two hundred resources across the projects
- Performed project management using the waterfall method for DEV projects and using "bucket" projects for O&M
- Produced OLAP/Data Analysis Services and SharePoint Excel Services reports daily, weekly, quarterly, ad hoc
- Prepared yearly budget analysis, an IMS, and projection reports for PMO (exceeding 30 million dollars yearly)
- Project Server 2010 maintenance, operations, administration including monitoring of external and insider security threats
- Attended Team Foundation Server 2015 installation, configuration, and administration class

US Department of State, Elevator Management, Washington DC

Project Manager, MS Project Server and SharePoint consultant with security clearance, Apr 2013 - Sep 2013

- Designed, developed, and implemented SharePoint 2010 portal for Elevator Management program
- Created custom project pages in Project Server 2010 (and PWA) including MS SharePoint 2010
- Enhanced project plans/views with enterprise variables to aggregate/filter information
- Provided report/information in accordance with client site mandates with appropriate security protocols
- Created SharePoint (public and private) portals that resulted in a significant reduction in administrative support

US Department of State, Overseas Building Operations, Washington DC

Project Manager and MS Project Server consultant with security clearance, Aug 2009 - Mar 2013

- Designed, installed and rolled out MS Project Server 2007 with SP2 and post-SP2 hot fixes on VMware
- Provided administration, support and application services for three departments
- Presented executive level demos, supported other administrators, project managers and end users
- Attending internals class on SharePoint 2010 using SharePoint Designer and MS Visio, InfoPath
- Installed MS SharePoint Server 2010, MS Project Server 2010, SSRS, Excel Reporting Services
- Standardized project plans using templates, created IMS, provided graphs and EVMS data for DEV projects
- Provided full documentation including Disaster Recovery and conducted training

Aranea Solutions, Huntsville, AL

Project Manager, MS Project Server 2007 Consultant, February 2009 - July 2009

- Designed, installed (on virtual servers using VMware), rolled out MS Project Server 2007 with SharePoint Services v3
- Created and customized Project Center, Resource Center, Portfolio Views (Analysis Services and OLAP cube)
- Provided PWA admin, managed Enterprise Resource Pool, Enterprise custom fields and the Enterprise Global
- Provided full documentation, admin/project manager/end user training
- Created IMS, standard project templates with EVMS, and managed over thirty JTDI project plans

Suzlon Corporation, Chicago, IL

Project Server Business Analyst, Dec 2008 - Jan 2009

- Designed, installed (virtual servers using VMware), rolled out and provided documentation for MS Project Server 2007
- Customized views for Project Web Access (PWA) and MS Project 2007 Professional
- Created and customized PWA views for Project Center, Resource Center and Portfolio Views (Analysis Services/OLAP)
- Provided assistance in creating project plans using the waterfall method
- Provided full documentation and provided training for personnel

**CONSULTING EXPERIENCE (continued)**

Madison Gas and Electric, Madison, WI

MS Project Server 2007 Consultant, Dec 2008 - Dec 2008

- Troubleshoot existing installation of MS Project Server 2007
- Fixed issues and provided further recommendations on improving system functionality

Ravago Muehlstein, Norwalk, CT

MS Project Server 2007 Consultant, Oct 2008 - Nov 2008

- Installed, rolled out, provided documentation for MS Project Server 2007 with SP1
- Customized views for Project Web Access (PWA) and MS Project 2007 Professional
- Created and customized PWA views for Project Center, Resource Center and Portfolio Views (Analysis Services/OLAP)
- Created Enterprise custom fields and updated the Enterprise Global including EVMS data fields
- Provided full documentation and provided training for administrators, project managers and resource managers

Perot Systems, Atlanta, GA for Graphic Packaging, Concord, NH

MS Project Server Consultant for two systems: MSPS 2003 (SP3) and MSPS 2007 (SP1), Apr 2008 - Aug 2008

- Rebuilt crippled MSPS 2003 system from non-functional resource pool and non-functional Analysis Services (OLAP)
- Installed, rolled out, provided documentation and training on MS Project Server 2007 with SP1
- Performed remote support through VPN including scheduling support on their IMS (Integrated Master Schedule)

Dean Health Systems, Madison, WI

Project Manager/PMO/MS Project Server 2003 Consultant, Jan 2008 - Mar 2008

- Worked in PMO. Cleaned up Project Server 2003 environment and revamped all project plans
- Served as the PMO-to-IT liaison to the roll out Project Server and fixed project plans
- Provided training for Project Server and MS Project, including EVM (specifically SPI and CPI)

Intergraph, California (city), MD

MS Project Server 2003/2007 Consultant, Jan 2007 - Dec 2007

- Design, installation, rollout of MS Project Server 2003 with SharePoint Services v2 and MS SQL 2000
- Project planning for JTDI/NavAir and setup of servers in DMZ
- Created IMS, re-worked all of the project plans

Northrop-Grumman for the City of Indianapolis, Indianapolis, IN

MS Project Server Consultant, Oct 2006 - Dec 2006

- Design, installation, rollout of MS Project Server 2003 SP2a with SharePoint Services
- Provided training for administrators, project managers and resources (users) for the City of Indianapolis
- Created and managed the Master Schedule (IMS) and produced reports, graphs and EVMS data

Pepsi/Quaker Oats Division, Chicago, IL

MS Project Server Consultant, Sep 2006

- Supported existing MS Project Server system
- Designed and installed test system to mimic the production system

EDS, Herndon, VA

MS Project Server Consultant, Aug 2006

- MS Project Server 2003 installation and maintenance and project planning, including IMS for the NMCI (military) project

GMAC-RFC, Richfield, MN

MS Project Server Consultant, Jan 2006 - Jul 2006

- Planned, designed and installed multi-server system with Windows 2003 Server and SQL 2000
- Installed MS Project Server 2003 SP1 EPM system, SharePoint Services, Analysis Services, MS Project 2003 Pro
- Prepared full documentation for admins, PMs and users

Acquisition Technologies, Inc., Reston, VA

MS Project Server Consultant, Dec 2005

- Planned, designed and installed a single server system with Windows 2003 Server and SQL 2000
- Installed MS Project Server 2003 SP1 EPM system, SharePoint Services, Analysis Services, MS Project 2003 Pro
- Provided installation, administration, PM and user documentation. Performed Admin and PM training

Citizens (State of Florida) Property Insurance Company, Tallahassee, FL

MS Project Server Consultant, Nov 2005

- Scratch installed MS Project Server 2003 EPM system with SP1 on a dual server configuration for the PMO
- Configured and customized PWA interface, SharePoint Services, Analysis Services (OLAP), MS Project 2003 Pro
- Provided installation, administration, PM and user documentation. Performed Admin and PM training

**CONSULTING EXPERIENCE (continued)**

Pearson Government Systems, Arlington, VA

MS Project Server Consultant, Jul 2005 - Oct 2005

- Remote-installed MS Project Server 2003 EPM system with SP1 using Windows Terminal Services for PMO
- Configured/customized PWA, SharePoint Services, MS Project 2003 Professional for the US Department of Education
- Managed the Integrated Master Schedule (IMS) with EVMS breakout as a Master Scheduler for the project

Medtronic, Minneapolis, MN

MS Project Server Consultant, PMO (Project Management Office), Sep 2004 - Jul 2005

- Setup, cleanup, maintenance, support and administration of MS Project Server 2003 EPM and MS Project 2003
- Diagnosed hardware and software problems and recommended solutions
- Instructed personnel on MS Project 2003, MS Project Server 2003, PWA, SharePoint Services, and Portfolio Analyzer

Allstate, Northbrook, IL

Project Manager, Mar 2004 - Sep 2004

- Managed projects using MS Project 2003 and MS Project Server 2003
- Managed projects in size from one week to a year with a budget under \$10,000 and up to \$1,000,000
- Worked on client-server, web, and mainframe projects
- CMM2 (Capability Maturity Model Level Two) defect management, maintenance, configuration management, audit, etc.
- CoBIT and SOX (Sarbanes-Oxley) processes

College Loan Corporation, Rancho Bernardo, CA

MS Project Server Consultant, Sep 2003 - Feb 2004

- Specified server hardware and software (Win2003 Server, IIS6, SQL 2000 with Analysis Services)
- Designed, configured, tested, troubleshoot and rolled out MS Project Server 2003 EPM
- Trained employees in MS Project 2003, MS Project Server 2003, MS Project Web Access for the PMO and IT department

Citi Commerce Solutions (Citibank), Deerfield, IL

Manager (Supervisor) and Project Manager, Sep 2002 to Sep 2003

- Supervised twenty employees and contractors on day to day activities and project related activities
- Project managed four major private label credit card SDLC (PLC) projects including USA PATRIOT Act compliance
- Managed hundreds of maintenance projects that ranged in timeframe from one day to several weeks
- Prioritized major backlog of projects including a nationwide disaster recovery project
- Interfaced with the Executive PMO as Program Manager in addition to Master Scheduler duties on a weekly basis

Pacific Coast Building Products, Rancho Cordova, CA

MS Project Server Consultant, Aug 2002 - Sep 2002

- Provided emergency assistance in redeploying MS Project Server 2002 EPM by replacing their crippled system
- Directed a database programmer for customized MS Project Server 2002 and MS SharePoint Team Services functionality
- Created customized training session and base documentation for the organization

Allstate, Buffalo Grove, IL

Project Architect, Program Manager, Project Manager, MS Project Server Consultant, Mar 2001 - Jun 2002

- Review and analyze relevant systems and procedures with gap analysis, Method/1 (SDLC and Waterfall)
- Specified, designed, configured, tested, troubleshoot MS Project Central 2000 EPM (WinNT4, IIS4 and SQL7)
- Joined the Microsoft Beta Testing Team for MS Project Server 2002 EPM and MS SharePoint Team Services
- Reviewed product and submitted over two dozen bug reports to Microsoft
- Redesigned, built and tested a 12 server implementation of MS Project Server with full documentation

CamCare, Charleston, West Virginia

MS Project Central Consultant, Feb 2001

- Provided emergency assistance and troubleshoot existing installation of Project Central EPM
- Specified server class machine, instead of converted desktop

talcMedia Productions, Arlington Heights, IL

Producer Director Writer, Jan 2001 - Current (after hours)

- Wrote screenplay Dreadnought: Invasion Six
- Produced and directed short film Cliche
- Published Dreadnought: Invasion Six and got it distributed through Diamond Comic Distributors
- Published web comic Dreadnought: Invasion Six

TriVergent, Greenville, SC

Program Manager, Project Manager, Network/Telecom Analyst, Apr 2000 - Jan 2001

- Installed and deployed MS Project 2000 and Project Central EPM using a MS NT4.0 server, IIS and MS SQL 7.0
- Created and maintained project data including disaster recovery of SuperPOPs and collos (co-location sites)
- Data mined Metasolve TBS SQL server database with Crystal Reports and MS Access via ODBC

**CONSULTING EXPERIENCE (continued)**

Schiff, Hardin & Waite, Chicago, IL

Infrastructure (LAN/WAN) and Project Management Consultant, Oct 1999 - Mar 2000

- Overall Y2K preparedness and setting up hardware redundancy for Y2K (Ethernet network 10/100BaseT and fiber)
- WAN design for Chicago, Washington DC and Merriville, IN (Cisco 36xx series)
- Computer room design, implementation, de-installation and disaster recovery
- NW 4.11 Novell Application Launcher (NAL) under Z.E.N.Works 1.1

R.R. Donnelley, Inc.

Project Manager, Infrastructure (LAN/WAN) and Software, Y2K Compliance, Dec 1998 - Jul 1999

- Assigned to: Allentown, PA plant; Harrisonburg, VA plant; Crawfordsville, IN Plant; Downers Grove Corporate Office
- Build and maintain project plan using MS Project 98, Budgetary responsibility: half million dollars
- Hardware, software (mainframe software using SDLC), network remediation and disaster recovery
- Project team coordination and vendor supervision
- Created and managed network, business and legacy software process flow, gap analysis and upgrade path

Unisource Systems, Inc., Chicago, IL

Senior Member of Technical Staff, Sep 1998 - Nov 1998

- Keystone Steel & Wire: Enterprise Network Review, Infrastructure Assessment Team
- Kraft: Y2K Project, Project Management Team

Schiff, Hardin & Waite, Chicago, IL

Infrastructure (LAN/WAN) Consulting and Project Management, Jan 1998 - Sep 1998

- LAN/Internet Infrastructure Project Management (assessment, proposal, scheduling and rollout)
- Installed Microsoft NT 4.0, IIS web server and moved web hosting of schiffhardin.com onsite
- Designed the *schiffhardin.com* site
- Network Infrastructure project planning, scheduling and rollout
- Assessed and installed NT 4.0 PDCs, BDCs, Novell NDS, Cheyenne ArcServe, 3Com Corebuilder / Switches

First National Bank of Chicago, Wheaton, IL

Senior Network Consultant, Oct 1997 - Dec 1997

- Schedule and implement migration of Novell 3.12 servers to Novell 4.11 for IL region

IBM Global Services for AT&T (Ameritech/SBC) Corporate Headquarters, Chicago, IL

Senior Network Consultant, Apr 1996 - Oct 1997

- Design, rollout, implement, administer, maintain twenty Novell 3.1x and 4.1x servers
- Research, recommend, test and install networking/intranet/Internet software and hardware with/without disaster recovery
- Project planning and implementation of consolidation/migration of Novell servers

Andersen Consulting / Accenture, Northbrook, IL

Team Lead, Level II Support, Apr 1996 - Oct 1997

- Supervised team of three for night and weekend operation
- Operate and maintain 35 Notes servers on NT and 40 Novell 3.12/4.10/4.11/SFT III servers

The Future Now, Schaumburg, IL

Senior Network Consultant, Dec 1995 - Mar 1996

- LAN/WAN design using 3Com, Shiva, Novell and Citrix products
- Installation of Windows NT server and Windows 95

Abbott Laboratories, Waukegan, IL

Level II Consultant, Oct 1995 - Dec 1995

- Technical support, installation and troubleshooting of LAN and Internet connectivity
- Support for DOS/Windows, Lotus Notes, SmartSuite, Rally, Reflections, Extra, etc.

Andersen Consulting / Accenture, Northbrook, IL

Network Consultant, Aug 1995 - Oct 1995

- Configuration and documentation of Bay Networks (Synoptics and Wellfleet) products
- Implementation and test of fiber backbone (Synoptics 5000 units), created documentation
- Confirming Virtual LAN setup parameters and testing connectivity to the end users

**CONSULTING EXPERIENCE (continued)**

Johnson Controls, Milwaukee, WI

Project Manager: Telecommunications and Network, Jan 1995 - Aug 1995

- Created LAN/WAN/Voice/Video Communications Plan with redundancy/disaster recovery for 200 offices
- Project Leader for WAN Beta sites, Project Coordinator for LAN project, Project Leader for FOIT
- Design of Frame Relay WAN using DS0s, Frac-Ts, T1s, with Wellfleet, Synoptics 5000, 5005 and LAN with D5000 hubs

AT&T (Ameritech/Illinois Bell) Advanced Data Services, Chicago, IL

Engineering (LAN/Software/Hardware) Consultant, Jun 1994 - Jan 1995

- Novell 3.12, LAN Workplace 4.2, 10BaseT, ISDN installation, troubleshooting and support

**DIRECT PLACEMENT EXPERIENCE**

AGI Inc., Melrose Park, IL

Manager of Systems (LAN/WAN/Software/Hardware) Engineering, 1992 - 1994

- Hired and supervised twelve vendors and subcontractors for projects
- LAN with Ethernet using DECnet (DEChub90 series) and WAN to remote offices for data and voice-over-data
- Designed and installed Gandalf VOIP (Voice Over IP) for New York, Los Angeles and San Francisco offices
- Installed and supported fractional T1 data links, CSUs and DSUs, TCP/IP addressing, dial backup, disaster recovery
- Implemented digital 16K voice compression, saving 40% per month in long distance calls

Landis & Gyr Powers Inc., Buffalo Grove, IL

Software Engineer and Project Manager, 1990 - 1992

- Overhauled undocumented and un-cataloged software for PAWL (Powers Automated Wiring Layout) Lab
- Installed and supported VMS system and software (FORTRAN-77 and C) on VAX computers
- System manager for the MicroVAX 2000 and the MicroVAX 3100 Model 40
- Wrote Visual Basic and Clipper modules for client-server user interface

Advantest America Inc., Lincolnshire, IL

Video Audio Multimedia Productions, 1989 - 1990

- Specified, purchased, installed multimedia equipment
- Used Macromedia Director on a Mac for graphics, audio, music and video editing
- Scripted, directed and edited corporate, sales, marketing and training video tapes

Diamond Star Motors (Chrysler/Mitsubishi), Normal, IL

Systems Engineer, 1988 - 1989

- Operated process control Assembly Line Control (ALC) UNIX Computers
- System Management of Mitsubishi UNIX Computer and wrote UNIX programs
- Programmed and maintained real-time ALC control software w/FORTRAN-77
- Designed and wrote real-time broadcast software to JIT suppliers

Artificial Logic, Champaign, IL

Owner, 1987 - 1988

- Hired, supervised and trained staff of six for data entry for *SAFIRE* database product
- Consulted on projects using FoxPro LAN 2.0, FoxBase/Mac and Clipper

Advantest America Inc., Lincolnshire, IL

VLSI and ATE Project Engineer, 1984 - 1987

- Fluent Japanese, English to Japanese, and Japanese to English verbal translation
- Liaison between Japanese and American management and staff
- Developed ADVANsite hardware prototype with DEC MicroVAX and VAXstations
- Managed small assembly plant and personnel to produce ADVANsite
- Project leader for the Pacific Western Wafer Prober Project with IEEE-488 (HPIB/GPIB) interface
- Programmed and maintained real-time control & utility software using Fortran-77 & ATL
- Specified and scratch designed new plant with 100% growth capacity, redundancy and disaster recovery

Nanometric Systems Inc., Oak Park, IL

Staff Engineer, 1983 - 1984

- Trained and supervised five circuit board assemblers
- Developed CAMAC circuit boards for inert-gas particle chambers for Fermi National Labs
- Designed and built test fixtures for amplifier and processing cards using CBASIC real-time programs

Electro-Motive Division of General Motors, LaGrange, IL

Test Engineer, 1982 - 1983

- Field tested electric and diesel locomotives and maintained and supported HP-1000 computers, data recorders, etc.

## **PROFESSIONAL ORGANIZATIONS**

- Scrum Alliance, *current*
- Internet Movie Data Base (IMDB), as Producer/Director/Writer, *current*
- American Society of Composers, Authors and Publishers (ASCAP), *current*
- Mensa, *current*
- Microsoft Registered Partner, *current*
- Microsoft Partner Research Panel, 2011
- National Association of Television Program Executives (NATPE), 2010
- American Screenwriters Association (ASA), 2008
- Project Management Institute (PMI), 2003
- Microsoft beta-tester for MS Project Server 2002, 2001
- International Television Association (ITVA), 1989
- American Society of Test Engineers (ASTE), 1985
- Institute of Electrical and Electronics Engineers (IEEE), 1982

## **MULTIMEDIA (FILMS, PUBLICATIONS, MOBILE APPLICATIONS)**

- If Zero Stop card game creator/designer
- All Your Base: Last of Last card game creator/designer
- All Your Base: Last of Last sci-fi animated short film director/producer/writer
  - » "Official Selection" Sci-Fi-London Film Festival (April 29 - May 2, 2016)
  - » "Official Selection" Florida SuperCon Film Festival (July 1 - 4, 2016)
  - » "Official Selection" GenCon Film Festival (August 4 - 7, 2016)
  - » "Official Selection" Apocalypse Later Film Festival (October 15, 2016)
  - » "Official Selection" Nottingham International MicroFilm Festival (October 20 - 22, 2016)
  - » "Official Selection" Albuquerque Comic Con Film Festival (January 13-15, 2017)
  - » "Official Selection" New York Science Fiction Film Festival (January 20-22, 2017)
  - » "Official Selection" Origins Film Festival (June 15-17, 2017)
- Nuclear War Spinner Android App v2 for the Nuclear War card game, app designer, released 2015
- Nuclear War Spinner Apple App v2 for the Nuclear War card game, app designer, , released 2015
- Nuclear War Game 50th Anniversary Edition (2015) Produced videos for Kickstarter project (got funded at \$100,000)
- Dreadnought: Invasion Six science fiction electronic graphic novel, released 2011
- Nuclear War Spinner Android App v1 for the Nuclear War card game, app designer, released Jun 2011
- Nuclear War Spinner Apple App v1 for the Nuclear War card game, app designer, released Jun 2011
- Cliché short film, experimental absurd comedy, director/producer/writer, released 2009
- Dreadnought: Invasion Six science fiction comic book series, writer, released 2007-2008

## **CLASSES, CERTIFICATIONS, ETC.**

- Office 365 SharePoint Online: Administration and Configuration, Oct 2016
- Certified Scrum Master (CSM), class taught by Jeff Sutherland, co-inventor of Scrum, Jul 2016
- Managing Agile Projects Using Microsoft Team Foundation Server 2015, May 2016
- Microsoft Team Foundation Server 2015 (TFS 2015) Installation, Configuration, Administration, May 2016
- US Bureau of Diplomatic Security, Cybersecurity Awareness Certificate, 2016
- US Department of State, Counterintelligence and Insider Threat Awareness Certificate, 2016
- US Department of Defense, Insider Threat Awareness Certificate, 2016
- Microsoft SharePoint Intensive, Apr 2012
- US Department of State, Certificate of Appreciation, Oct 2010
- Cisco CCNA, Apr 2000
- Novell CNA, Sep 1994
- Sony Editing II, Jul 1989
- Sony Audio I, May 1989
- AT&T System 75 System Manager, May 1985
- Digital DEC/VAX VMS System Manager, Apr 1984
- Digital DEC/VAX VMS Utilities and Commands, Apr 1984
- Hewlett Packard 2250 Programmers, Jan 1983
- Hewlett Packard RTE A.1 User, Dec 1982
- Hewlett Packard RTE A.1 Programmer and Design, Dec 1982
- Hewlett Packard HP1000 Computers, Oct 1982