
TIM YUTING CHEN, PMP

✉ 62 Modesto • Irvine, California 92602
📞 626.512.7891 📧 timchen310@gmail.com

PROFILE SUMMARY

Highly talented and performance-focused professional seeking position as *Project Manager, Project Coordinator or Business System Analyst* in a world class project environment.

- ❑ Certified PMP and Business Analyst who self-confidently champions business objectives utilizing broad experience in all aspects of project management from point of planning to full completion.
- ❑ Proven expertise in formal SDLC and Project Life Cycle, web development, project management methodologies, and requirements management.
- ❑ Significant experience in business system analysis and cost-cutting initiatives implementation involving UI design, process improvement, BPM, Accounting Systems, eCommerce, Workflow Management and Supply Chain Management.

CAREER HISTORY

PROJECT COORDINATOR / SR. BUSINESS SYSTEM ANALYST

First American-Data Trace • Santa Ana, CA

12/2006-04/2009

Assumed the role of Business System Analyst and Project Coordinator for various Property Title and Tax integration projects on enterprise application using N-Tier architecture: *Data Trace System II* and middle tier system implementation with MS BizTalk. Collaborated with project managers on various project management activities such as scope management, change control, scheduling and monitoring, high-level quality, and risk management.

- ❑ Researched, analyzed, and documented user/system requirements/specifications and designed web-based client interfaces using HTML, Jscript, XML, CSS for large-scale application development projects
- ❑ Managed requirements and led analysis efforts for MS BizTalk implementation on BAM and Orchestration modules using MS Office and Visio
- ❑ Greatly improved project health by managing schedule and scope changes using MS Project as well as identifying and implementing process improvement activities
- ❑ Devised and implemented organizational standard operating procedures in documentation and business requirement to drive development processes and promote project consistency and efficiency utilizing MS Sharepoint

PROJECT MANAGER / BUSINESS SYSTEM ANALYST

Cisfar International Inc. • Rowland Heights, CA

07/2003-11/2006

Team leader responsible for full project lifecycle management of multiple custom supply chain system implementations. Managed team of 5 by projects from inception towards completion with high synergy and efficiency.

- ❑ Successfully managed and delivered multiple web-based development projects on time and under budget employing ASP/ASP.NET, XML, SQL, data mining and web services interfacing with clients' ERP systems to facilitate real-time manufacturing progress monitoring, material logistics and quality activities
- ❑ Championed all initiatives on establishing standards in requirements management, functional and non-functional design, and use-case analysis
- ❑ Conceptualized, developed, and tested web application using VBScript, JScript, HTML and SQL for data analysis, recordkeeping, reporting, and project management functions
- ❑ Prepared, reviewed and analyzed performance matrix and dashboard reports through Crystal Reports XI for senior management and clients

TIM YUTING CHEN, PMP

✉ 62 Modesto • Irvine, California 92602
📞 626.512.7891 📧 timchen310@gmail.com

LEAD SOFTWARE ENGINEER

Multiwave Technology • Walnut, CA

07/2002-07/2003

Assumed the role of lead developer, designer, and IT analyst throughout the full-cycle of software development phase, including warehouse management, network optimization, efficiency, and concurrency solutions for more than 100 users. Spearheaded two engineers in company-wide web-based software development projects.

- ❑ Devised web front-end infrastructures consisting of more than 25 modules in ASP, VBScript, JScript, HTML, and SQL for ERP application Microsoft Navision 3.6
- ❑ Designed and implemented core application infrastructure that increased process efficiency by 40% and sales revenue by 20% in 2003
- ❑ Assessed modular business practices and functional requirements to provide a custom-made web solutions for 10 departments that led to incremental growth of the company
- ❑ Assumed full responsibility in MS-SQL 2000 database administration, design, and implementation
- ❑ Trained and mentored more than 80 non-tech users and more than 10 managers

TECHNICAL SKILLS

Programming Languages: Java, ASP, HTML, XML, MS-SQL, UML, VBScript, and JavaScript
Operating Systems: Windows 98, NT, 2000, XP
Applications: Microsoft Project, SharePoint, Visio, BizTalk, Dreamweaver, Erwin, Ravenflow, Requisite Pro, Documentum, Visual Studio .NET 2003, MS Office 2003, and Crystal Reports XI

EDUCATION & PROFESSIONAL DEVELOPMENT

Bachelor of Science in Information and Computer Science • Jun 2002

University of California, Irvine, CA

Specialization: Network Systems and Computer Systems

Dean's Honor List (GPA: 3.4/4.0)

Certified PMP • Mar 2009

Certified Business Analyst, UCI-Extension • Jun 2006

Project Management Certification, UCI-Extension • *In progress*

AFFILIATIONS & ACTIVITIES

Member / Volunteer, PMI.org | PMI-OC Chapter

Member, UCI-Information and Comp Science, Alumni Network

Member, Infrared Digital Photography Community