

# Jason Wucinski, PMP

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## Summary

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Results-oriented project manager and innovative software developer experienced with multi-cultural international aid organizations, government offices, and NGO's. Innovative data management specialist able to see the business and technical sides of a problem with an eye for streamlining work, reducing cost, and maintaining data integrity. Proven leadership, with a strong emphasis on negotiation and problem resolution abilities. Demonstrated ability to acquire technical knowledge and skills rapidly.

## Work Experience

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### **USAID/PHI, GHFP-II Senior Information Systems Technical Advisor, Arlington, VA, 9/2015-Present (40hrs/wk)**

- Global Health Bureau's Lead Information Systems Technical Advisor
  - Leading the planning, development, and execution of Bureau wide health data management system
  - Assisting technical offices with managing their IT needs, including the analysis of large data sets
  - Assisting technical offices with procuring IT systems and services
  - Leading technical offices through functional requirements gathering, for IT services and systems, ensuring the standardization of health data information systems
  - Assisting technical offices in building data management systems
  - Developing and providing training on available IT systems
  - Identifying problems, ensuring accuracy of reports, utilizing sound judgement to evaluate alternatives and recommend solution.
  - Liaising with health informatics & M&E experts to develop informatics standards
  - Reporting to Senior Management on project progress, through written and oral presentations/briefings
  - Providing technical advice and guidance to senior leadership
  - Assisting various offices assistance in developing IT Scopes of Work, Business Analysis, IT systems requirements gathering and documentation, building data systems.
- Global Health Bureau's Lead Open Data Steward
  - Instrumental in the development of Bureau's Operation Procedures on Public Health Data
  - Developing Global Health Bureau's Data Management framework for Open Data
  - Developing governance model for Open Data requirements, to include terminology, codes, documentation requirements, and data dictionaries
  - Designing and providing training to GH's technical offices, implementing partners, and other key stakeholders
  - Assisting Agencies Open Data Team in hiring technical advisors and drafting policies
  - Utilizing strong customer service skills through written and oral communications, to ensure compliance and stakeholder buy in
  - Representing Bureau in interagency meetings on public access implementation at the Whitehouse
- Assist the Global Health Bureau with compliance to FITARA
  - Liaising with technical offices to understand their IT needs
  - Partnering with the Agencies Chief Information Office to develop solutions that comply with FITARA
  - Using strong problems solving skills combined with robust communication skills to work with diverse list of stakeholders.
  - Briefing senior leadership on complex IT issues
  - Preparing and presenting briefings to senior management officials

### **USAID/OTI, Acting IT Team Lead, Washington, DC, 1/2015 – 9/2015 (40hrs/wk)**

- Managed IT department, comprised of software developers, DBA, business analysts, and interns
  - Managed team resource assignments
  - Provided staff with appropriate trainings
  - Responsible for evaluation and management of team members
  - Responsible for budget forecasting
  - Responsible for interviewing and hiring IT staff
- Provided training of OTI software
  - Provide orientation, training, and mentoring to new staff
  - Traveled on a number of Temporary Duty Assignments to conflict zones to provide training to field and missions staff
  - Provided training and briefings to senior leadership
- Managed stakeholder's communications
  - Communicated technical IT requirements to non-technical audiences, through an IT steering committee
  - Reported progress to senior leadership through regular briefings

- Managed communication among various stakeholders ensuring the right parties were informed about the correct content, and the appropriate times.
- Reported on accomplishments in accordance with defined schedule
- Kept managers and senior leadership informed on status of project and activities
- Briefed senior leadership on complex and controversial issues
- Managed multiple, concurrent, IT projects and OTI's IT portfolio
  - Utilizing best practices, including SDLC and Scrum
  - Developed new and innovative IT informatics systems
  - Developed project lifecycle, schedule, milestones, and timelines
  - Identified project steps and associated deliverables
  - Designed and managed IT project plans to establish and monitor deliverables and milestones
  - Reviewed and approved deliverables
  - Estimated project needs and obtained resources
  - Developed and maintained project requirements through the management of IT steering committee
  - Managed project activities in accordance with defined schedule
  - Designed and monitored execution of software development, testing, and implementation
  - Performed analysis of informatics information and recommended changes to improve user friendliness
  - Resolved integration issues between new and legacy systems
  - Ensured the integration of IT systems and the development of solutions for interoperability issues
  - Identified and recommended software modifications that facilitated exchange of data
  - Analyzed large data sets
  - Collaborated with stakeholders in various bureaus to develop IT systems
- Acted as IT subject matter expert
  - Provided technical advice, guidance, and recommendations to management officials on IT issues
  - Facilitated the exchange of information of informatics technology
  - Evaluated approaches that apply information technology to OTI goals from an IT perspective
  - Performed analysis of work processes, practices, and needs that affect information systems
  - Conducted post evaluation of IT systems
- Relied on strong attention to details and problem solving skills to promote leadership
- Ensured customer satisfaction through strong customer service skills and oral/written communications.

**USAID/OTI, Software Engineer, Washington, DC, 8/2013 – 1/2015 (40hrs/wk)**

- Software and database design for USAID's Office of Transition Initiatives
  - Backbone.js, jQuery, JavaScript, Cake PHP, PHP, VB.Net
  - MySQL RDBMS/Access DBMS
  - Supported application development through entire software development life cycle
  - Maintained Databases
  - Monitored Performance of Databases
  - Backup and Recovery of Databases
  - Planning, Coordinating, and Conducting Database Systems Analysis to Develop and Maintain IT Systems
- Designed and created PERSI database for OTI's partner to collect, manage, and analyze survey data
  - Written in CakePHP and MySQL
  - Required extensive customer service skills to collect requirements
  - Assisted in the hiring and training of new Pakistan IT team
  - Spent three weeks in Pakistan
  - Resolved integration issues
- Maintained and developed functionality for OTI's highly innovative Online Web Database
  - Written in PHP, Backbone.js, and uses MySQL
  - Implemented new functionality and features as needed
  - Troubleshoot and repaired bugs and issues as they arose
  - Provided in depth, comprehensive, customer support
- Designed OTI PSC database system
  - Written in CakePHP/jQuery and MySQL
  - Close work with stakeholders to develop scope of project
- Provided consistent and dependable customer service
  - Worked closely with team members, field staff, to provide comprehensive support
  - Continued training and traveling to field programs to better understand country programs
  - Developed training materials and release documentation
  - Strong understanding of business practices as they relate to field and partner staff
- As needed responsibilities include:
  - Participated in project management by documenting issues in Jira and Case Tracker
  - Supported legacy (Microsoft Access) systems and developed migration scripts to transfer data to new

systems

- Assisted in training new staff in applications as needed
- Mentored junior employees as needed
- Provided backstops for IT members as needed

- Used strong communications skills, attention to detail, problem solving skills, and customer service skills to ensure successful completion of projects.

**US Steel, Software/DB Designer, Pittsburgh, Pa, 2/2012-8/2013 (40hrs/wk)**

- Software and database design contractor for the Business Service Center at US Steel
- Supported companywide software
  - Implemented customer requested changes in database design and software
  - Diagnosed and repaired software design flaws through a strong attention to detail
  - Designed and developed innovative new tools to meet customer specifications
- Strong customer service skills
  - Utilized IBM's Service Management software to manage and process customer request
  - Worked with customers to develop work specifications throughout the design and development process

**Loud Mountain, Software Designer, Pittsburgh, Pa, 5/2011-12/2012 (30hrs/wk)**

- Responsible for designing and implementing data collection web application that integrates with LinkedIn's API
- Migrated company website to WordPress
- Setup and managed web applications utilizing Amazon's Web Services (AWS)
- Implemented Google Analytics to track traffic and extract meaningful data
- Created ETL (Extract Transform Load) software to migrate large volumes of data between database service providers
- Created statistical reports based on collected data
- Innovative problem solving skills
  - Utilize new, as well as vetted, tools in novel ways to tackle technological and business intelligence obstacles
  - Developed tools that leveraged technological assets to meet company demands

**Graduate Assistant, Duquesne University, Pittsburgh, PA 8/2010-12/1/2011 (20hrs/wk)**

- Research Assistant
- Teaching Assistant
  - Assisted in teaching .Net and Java
  - Assisted in teaching database design (SQL, Microsoft SQL Server and Access)
- Designed web and software tools to assist in classroom teaching

**Data Management Specialist, Peace Corps/John Snow Inc., Making Medical Injections Safer (MMIS), Gaborone Botswana 4/2008-12/2009 (40hrs/wk)**

- Developed relevant software/databases to accurately analyze and report injection safety data
- Analyzed core data for MMIS, government, and NGO partners.
- Designed software and maintained the database system for tracking MMIS training coverage, relocation of trainers.
- Established and implemented organization-wide procedures to ensure proper data entry, appropriate use and review of database reports, and reporting of problems to appropriate management.
- Designed, developed, and established data entry databases for MMIS-related research and assessments
- Assisted in developing advocacy and behavior change information, education and communication materials.
- Hired, oriented, and managed various Data Entry Teams.
- Designed software based on Measurement and Evaluation tools.

**Assistant Social Welfare Officer United States Peace Corps, Pitsane, Botswana 4/2006-4/2008 (40hrs/wk)**

**Community Welfare**

- Coordinated welfare benefits and assisted 600 clients including orphans and vulnerable children (OVC's), terminally ill patients, and destitute clients in high HIV/AIDS rural population.
- Served as HIV/AIDS Community Worker.
- Created, implemented, and managed local initiatives to combat the spread of HIV/AIDS.
- Liaised with government and local clinics, community leaders, community organizations, and business owners.
- Aided local human rights/empowerment groups.

**Information Technology**

- Developed procedures and software for keeping records on clients
  - VB.Net/.Net 3.5
  - Microsoft Access/VBA
- Conceived and instituted software for the S&CD office to track clients, keep statistics, and help with report writing.
- Conceptualized and constructed web pages for non-profit NGO's
  - Planning, Coordinating, and Conducting Database Systems Analysis to Develop and Maintain IT Systems

- Planning, Organizing, and Directing Information Technology Database Systems Development
- Maintaining Databases
- Monitoring Performance of Databases
- Backup and Recovery of Databases

**Quality Assurance Lead/Web Developer, PinPoint Systems, Pittsburgh** 4/2001-4/2004 (40hrs/wk)

- Lead software testing for application development
- Wrote in house web sites for using HTML, JavaScript, PHP, MySQL

## Education/Certifications

**Duquesne University, Pittsburgh, PA**

**University of Pittsburgh, Pittsburgh, PA**

**Secret Level Security Clearance**

**Project Management Professional (PMP)**

**MS-ISM, December 2011**

**BS - Psychology, December 2003**

**Active**

**Active**

## Awards

- Earned a fellowship through my school, for my masters, via my Peace Corps service
- Recipient of James V. Donatelli Endowed Scholarship for recognition of excellence in service to the community and leadership
- Graduated with High Honors
- OTI Cash Award for work on OTI Online Web Database

## Computer Skills

- Programming Languages: VB.Net, ASP.Net, Java, Groovy on Grails, PHP, VBA, HTML, JavaScript, Action Script, XML, CSS, jQuery, CakePHP, Backbone.js
- Database: Oracle 10g, MySQL, Microsoft SQL, Microsoft Access, Structured Query Language (SQL)
- Integrated Development Environment (IDE): Visual Studio (2005, 2008,2010), Eclipse, Net Beans, Spring Source, Visual Basic, PHP Storm
- Social Media/Online Tools/API: Facebook, LinkedIn, Twitter, WordPress, Google Analytics.

## Volunteer Work

- Advocate and mentor of children with special needs through the Homeless Children's Playtime program, in DC
- Software/Database designer and developer for Pittsburgh Cares working with Lawrenceville United
- Mentoring and tutor volunteer at Homeless Children's Education Fund/Salvation Army
- Created data management software to track homeless youth and services for HOME Youth and Resource Center
- Created M&E software for Stepping Stones International
- Created web pages for various NGO's
- Designed data collection tools for two Baylor Children's Hospital research projects.
- Consulted on SMS software for HIV SMS Support System