**Jonas Clark**

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**EDUCATION**

**Master of Science in Project Management (STEM)** Expected May 2024

Clark University, Worcester, MA

**Bachelor of Science in Information Technology** May 2021

Anna University; Chennai, India

*Related Projects:*

**Research Capstone Project: Impact of Agile Project Management on Complex IT Projects** January 2023 - May 2023

* Examined Agile and Waterfall project management methodologies for complex IT projects using multiple research approaches such as case studies, interviews, and surveys to compare impact on project success
* Orchestrated 30 surveys and 20 interviews with project managers and synthesized over 250 data points to cultivate an understanding of industry professionals experience using Agile vs Waterfall methodologies

**PROFESSIONAL EXPRERIENCE**

**Clark University,** Worcester, MA September 2023 – Present

Teaching Assistant- MSPM IT Project Management Fundamentals

* Provided one- on-one mentoring to 40 students to further understanding of course concepts and application
* Graded 250+ assignments using grading rubric to maintain consistency and fairness; provide feedback to improve student comprehension and performance
* Engaged students throughout 14-week semester by facilitating 6 small group discussions and monitoring online discussion boards on canvas; received a 95% student satisfaction score on end of semester evaluation

**PremierGuard Insurance**, Worcester, MA June 2023 - August 2023

Project Management Intern

* Determined project requirements for a $750,000 cloud migration IT project by collaborating with cross-functional teams ensuing alignment of business objectives
* Developed project plans employing Agile project management methodology to provide a clear roadmap for all stakeholders, which resulted in 15% increase in project efficiency and 10% reduction in budget overruns
* Conducted project audits to identify areas for improvement; escalated project issues to senior project manager to provide timely solutions and minimize project down time
* Organized and facilitated project meetings to enhance project efficiency; documented meeting minutes and distributed to team promoting clear communication and fostering accountability

**GovTek**, Indore, India May 2021 - August 2022

IT Trainer

* Managed 15 IT training projects from overseeing project scope, budgets averaging $150K, and timelines; achieved project completion rate 10% ahead of schedule and average cost savings of $15,000 per project
* Monitored training project schedules optimizing resource allocation, decreasing 10% of training costs
* Conducted post project evaluations to assess effectiveness of training programs which enabled team to make data driven improvements for future learning and development initiatives

**TECHNICAL SKILLS**

**Skills:** Microsoft Office Suite, Microsoft Project, Trello, Basecamp, JIRA