

# SEAN HALBERG, PMP, SSGB, MCP

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## OPERATIONS/PROJECT MANAGEMENT PROFESSIONAL/LEADER

### **Positive, Results Driven, Leader and Problem Solver**

Resourceful Leader, Project Manager and Operations professional, offering 20 years of extensive experience directing production teams, technical personnel and line management staffs to exceed organizational goals and objectives. Possesses well-developed interpersonal skills to work effectively with people from diverse professional and cultural backgrounds. Has exceptional ability to take any task and define, organize, plan and implement it through to completion. Accomplished in managing a diversity of projects in a fast paced environment.

### AREAS OF EXPERTISE

- ✓ Leadership
- ✓ Project Management and Planning
- ✓ Problem Solving
- ✓ Stakeholder Management
- ✓ Needs Analysis
- ✓ Operations
- ✓ Crisis Management
- ✓ System Integration
- ✓ Process Improvement
- ✓ Risk Management
- ✓ Resource Management
- ✓ IT Infrastructure and Data Centers
- ✓ IT Service Management
- ✓ Training

### PROFESSIONAL EXPERIENCE

#### **2014 – Pres IT Director, Home Health Innovations, San Antonio, TX**

*Special Projects, Needs Analysis, Risk Management, Planning*

Sole IT / Project Management Professional supporting two locations and a staff of 80 administrative and nursing professionals in a mobile environment. Responsible for IT Migration Project, Servers, Data Security, Enterprise Backup and AV solutions, IP phone system, WAN/LAN infrastructure, technical support and planning.

- ✧ Migration Project: Analyzed, Planned and presented Plan to migrate entire enterprise to new “Cloud” based Healthcare software package that makes use of “connected tablet/laptops” bedside, on location with patients, while providing for real time data and a more streamlined paperless workplace. Prepare and conduct companywide migration to “Software as a Service”, then transition to Office 365 and other services as needed.
- ✧ Project for Sister Company: Analyzed, planned and completed project to provide Wi-Fi internet access to residents and guests in a 15 building rental complex. Implemented a Cloud Based Monitoring system that allowed individual residents to pay in advance for secure service.

#### **1997-2013 Vice President Operations / System Engineer, JES, INC. San Antonio, TX**

*Customer Support and Relations, Operations, Project Management, Needs Analysis, Business Development, Resource Management, Crisis Management, Employee Development.*

Directed operations for an information technology consulting firm and ISP targeting small to medium sized businesses. Responsible for a diverse staff of system engineers, hardware technicians, programmers and support personnel.

- ✧ Specialized in planning and executing IT projects for diverse stakeholders involving new locations, mergers and startups. These projects generally included new data/voice infrastructure, server installs/moves, software implementation/migration and the implementation of Enterprise level Anti-Virus/Data Recovery systems.
- ✧ Completed turnkey IT project for a new medical facility - performed a needs analysis with sponsor covering; voice/data infrastructure, network connected medical devices, servers, workstations, phone system, internet service provider, bandwidth requirements, server software, medical system software and anti-virus/data recovery systems. Effectively coordinated with stakeholders to overcome sponsor changes to choice of phone technology and the addition of separate Wi-Fi connectivity for customers. Completed the project three days ahead of schedule and under budget; managed team through project completion and captured lessons learned for future IT infrastructure projects.
- ✧ Regularly performed detailed requirements analysis and project planning for a customer base of 20 different client companies. Developed and implemented cost effective infrastructure, systems and efficient processes to meet current and future business requirements, integrating industry specific software products with Microsoft and Linux platforms and a wide array of network enabled hardware.
- ✧ Led project to expand a Sponsor company's communication and connectivity service. IT Project scope included the addition of two mail servers, data server, backup server, an increase of mail enabled users by 20% to 350 accounts, an increase in connected devices by 50% to over 600 devices; and an audit of local area network / wide area network / wireless capabilities with the newly increased bandwidth usage at 10 locations in 6 different cities. Project increased employee access to company data, the ability to communicate throughout the enterprise and to more effectively serve their customer's needs.

**2005-2005      Senior Advisor - Coalition Military Assistance Transition Team, Taji, Iraq,  
US Army, Multi-National Security Transition Corps-Iraq**  
*Leadership, Training, Mentoring, Crisis Management, Team Building, Multi-Cultural Stakeholder Management.*

*One of only two officers advising Iraqi Company grade and Field grade staff officers in staff operations at newly formed Iraqi Army Engineer School. Emphasized operations and administration functions. Provided guidance and technical expertise in the formation of day-to-day operations of the Iraqi Army Engineer School. Assisted Iraqi cadre in developing a Program of Instruction and Standard Operating Procedures that will allow them to remain viable after coalition forces return full control to the Iraqi Army.* Exercised initiative, good judgment and problem-solving skills to work independently and solve various issues that could not be anticipated in a combat environment.

- ✧ Curriculum Development - developed the Program of Instruction and Standard Operating Procedures for new Host Nation Army Engineer School; advised 120 host nation personnel in staff operations emphasizing leadership, planning, management, operations and administration functions; empowered host nation leadership to train personnel independently.

**2004-2005      Brigade S-3, Future Operations Officer for the Division Engineer, Tikrit, Iraq  
US Army, 42d Engineer Brigade, 42d Infantry Division**  
*Operations, Project and Process Management, Crisis Management, Planning, Needs Analysis, Risk Management, Resource Allocation, International and Multi-Cultural Stakeholder Management.*

Served as a forward deployed Engineer Operations Division **Project Manager** responsible for operational control of two engineering battalions and a vertical construction company, totaling 1,200 personnel. Results:

- ✧ Personally conducted over 20 engineering project assessments - met with diverse stake holders including host nation military units and non-government organizations to assess engineering needs; developed plans and presented to Engineering Program Manager. Once approved, planned and allocated resources for engineering projects. Directed manpower and resources for project execution to their successful completion.
- ✧ Managed a variety of projects including runway repair, boat ramp construction, new vertical construction, highway and bridge repair, emergency repairs to damaged facilities as well as force protection strategy,

design, construction and upgrades. Worked with multinational vendors and subcontractors to complete projects on time.

- ✧ Effectively increased survivability, sustainability and unit readiness for host nation and supported units within the area of operations.
- ✧ Led emergency repairs at a forward operating location within the host country. Coordinated personnel, equipment and materials from 4 different sites to affect repairs. Achieved 100% mission completion ahead of schedule and volunteered to complete 2 additional force protection projects at another location.

**1996-1997 Network Analyst / Administrator, SAIC, San Antonio TX**

*Customer Service/Support, Needs Analysis, Network Design and Planning, Crisis Management.*

Delivered hardware and network support to in-house programming group developing an Emergency Room Patient Software package for Wilford Hall Medical Center, Lackland Air Force Base, TX. Provided 24/7 hardware and network support for users in a live emergency room.

**1995-1996 General Manager, Circle K Corporation, Canyon Lake, TX**

*Customer Service, Staffing, Logistics, Marketing, Operations, Financial P&L, Crisis Management.*

Directed operations of a full service convenience store to include: scheduling, staffing, training, inventory and cash management. Supervised 10 employees.

**1994-1995 Assistant Division Director, US Army Engineer Training Battalion, FLW, MO**

*Training, Operations, Logistics, Team Building, Crisis Management, Leadership*

Engineer Training Company Executive Officer. Directed initial indoctrination, instruction and graduation of new military personnel; supervised a staff of 15 mid-level managers directing training, logistics and supply.

- ✧ Prepared 1200 members to serve in US Army in 18 months.
- ✧ Selected as the Combat Engineer expert for the initial prototype testing project of a remote control mine clearing engineer vehicle, the M60 Panther; when fielded in Bosnia, 3 mine clearing vehicles detonated nearly 350, anti-personnel and anti-armor mines and cleared more than 800 kilometers of road. **Result:** Saved countless lives/millions of dollars in equipment.

**1990-1994 Division Supervisor, US Army Engineer Battalion, Wildflecken, Germany**

*Training, Operations, Logistics, Leadership, Multi-Cultural Stakeholder Management, Crisis Management.*

Combat Engineer Platoon Leader, Responsible for Leading, training and supervising a 35 man Combat Engineer Platoon. One of three Engineer platoons supporting the NATO ACE Mobile Force (AMF), NATO's multinational rapid reaction force.

- ✧ Led Platoon on multiple International deployments including Turkey, Scotland, Italy and Belgium.
- ✧ **Awarded** the Fallschirmspringerabzeichen der Bundeswehr and the Schützenschnur der Bundeswehr, by the German Army

**United States Army, Captain** (1990-1995 & 2004-2005)

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**EDUCATION, CERTIFICATION AND TRAINING**

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**Bachelor of Arts, Economics, Virginia Military Institute, Lexington, Virginia**

*Captain, Intercollegiate Pistol Team*

*Captain, Army Reserve Officer Training Corps Rifle Team*

**Project Management Professional (PMP)** – Project Management Institute, Certified #1722822

**Lean/DFSS Six Sigma Green Belt Certified** – Aveta Business Institute, Certified #7329010956882

**Kaizen Workshop Certification**, Acuity Institute School of Business Leadership

**Microsoft Certified Professional (MCP) #1354354**

Microsoft Windows Server Course, Microsoft, San Antonio, TX

Resident Graduate, Management Leadership Training, Engineer Officers School, United States Army

Resident Graduate, Staff Leadership Training Course, Fort Leonard Wood, MO

**\_\_\_\_\_ADDITIONAL SKILLS\_\_\_\_\_**

**Experienced Administrator:** Window Server; Windows Small Business Server, Windows Exchange Server

**Experienced planning & implementing of:** Virtual Servers, Remote Desktop, Routers; Wired Networks; Wireless Networks; Point-to-Point Wireless; IP Phone Systems; Enterprise Backup & Antivirus Systems; IIS / MSSQL / DNS / DHCP / POP / SMTP; Mail Clients

**Experienced Using:** Microsoft Office Suite (Word, Excel, Power Point, Visio, Project, Outlook, Access) Microsoft FrontPage, AVS Suite, WordPerfect

**\_\_\_\_\_INDUSTRY\_\_\_\_\_**

Member, Alamo Project Management Institute Chapter Inc.  
Member, Project Management Institute