

Amy D. Weaver

Amy Weaver &
Associates, P.C.

Profile

Amy Weaver is a Project Management and Process/Methodology professional with over 15 years of leadership and management in the IT and creative services industries. Accomplishments focus on PMI-based project management, process improvements, business analysis and creative design/management expertise.

Professional Background

Amy has worked in several fast-paced, corporate and small environments including ATT, DeVry University, West Marine, Hoffman-York, CNA Insurance, Business Logic Corporation and Adapt Telephony Inc., having held project management and director level positions. In 2002 she became partner in a small creative marketing services firm and in 2004 started her own company. She has been able to combine her project management, process/methodology and design background for IT, creative, marketing and web-based projects.

Highlighted Experience

Amy has unique expertise in PMI-based project management, process development/methodology, creative design and management. Some experiences have included:

- Working with mid to large corporations enhancing their Project Management Office operations by implementing updated processes, lifecycle outline and portfolio management tools, boosting Project Manager and Business Analyst ease of use and required documentation.
- Working with smaller start-up companies implementing custom process management of projects and operations, increasing customer satisfaction and revenue for managing new product development and current product portfolios to maintain the concept of “on time, within budget, and within scope”.
- PC and Mac platform creative design of identity and custom print collateral per marketing/PR plans, design/development and use of content management systems for websites, conversion of print graphics for web, and overall management of creative processes.
- Performed Sales Engineering role. Presented proposals and closed client contracts, focusing on developing a partner relationship with clients for continuing business instead of one-time projects. Vendor negotiation resulting in economical pricing of various technical and creative services.
- Created white papers along with graphical outlines of custom lifecycles from sales through fulfillment phases, resulting in an improved and tangible process for project managers and clients. Developed project change request methods for documentation of scope creep and post implementation adds/changes, resulting in increase in revenues; post mortem process and documentation to implement process enhancements for knowledge base resulting in greater communication to clients and teams.
- Managed up to 4 active \$500+K and 8 active \$100-500K simultaneous projects to fulfillment varying from 6 to 16 weeks along with full team of resources in design, programming and integration phases of projects. Presented and trained clients on various types of software.