MATTHEW TOMEO

AGILE COACH

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Greetings!

Thank you for the opportunity to apply for a position with your organization. For this position, I bring 14 years of experience as an Agile Coach, Agile Transformation Director, Program Manager and Scrum Master; facilitating projects, teams, and leadership in dynamic, fast-paced environments.

As an Agile Coach with Mondo Agile, I help organizations improve through an Agile Mindset, Lean Thinking philosophies and continuous and rigorous self-retrospection and improvement. My current clients include large Fortune 500 financial institutions that are going through Agile transformations using various Agile scaling frameworks. I enjoy facilitating strategic sessions and enabling organizations to visualize their goals and achieve them efficiently, delighting their customers and creating happy, productive teams.

I joined REPAY financial technologies in 2017 as Agile Coach and Director of Agile Transformation. I implemented Agile practices and standards, staffed project managers, developed their ideal scalable workflow, coached leaders and teams and implemented Portfolio Kanban across the organization. Currently, REPAY has a team of Scrum Masters and Agile Project Managers supporting 20 Scrum and Kanban teams across 6 countries. The company is now publicly traded on the Nasdaq and valued at $150M per year.

While employed with Bristol-Myers Squibb as a Scrum Master, I was responsible for facilitating and coaching SAFe teams within the Multi-Channel Execution Engine. These development teams support a large array of BMS systems. I have a record of success facilitating productive and happy teams and I have dedicated my career to designing and instituting Agile methodologies that improve efficiency and reduce cost. I possess expert skills in planning, estimating, monitoring, reporting, resource management, quality and risk management – and I consistently coach relentless improvement and retrospection.

I have a solid reputation as an experienced, innovative and results-driven professional with strong interpersonal communication skills. My leadership style focuses on facilitation - engaging team members to communicate, problem solve and deliver the highest quality software.

Thank you for your time and your consideration.

***Matthew Tomeo***

AGILE COACH

MONDO AGILE

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***Experienced Agile practitioner. Helping organizations improve using Agile and Lean Thinking philosophies. A true believer in retrospection and continuous improvement.***

ATTHEW TOMEO\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**AGILE COACH**

**Proactive, performance-driven professional** with 14 years expertise as an Agile Coach, Agile Transformation Director, Program Manager and Scrum Master - coaching leadership, teams and problem solving for large scale, long term enterprise initiatives. Keen understanding of business priorities and value, genuine team player committed to managing operations and projects while maximizing revenue-producing activities. Easily interfaces with high-profile stakeholders, vendors, and customers. Versatile and loyal management professional able to see the big picture while staying on top of all details.

**Areas of Expertise**

* Agile Coaching
* Leadership Training
* Project Management
* Change Management
* Quality Control
* Risk Management
* Lean Development
* Resource Management
* Facilitation
* Strategic Planning
* DevOps
* Scrum/Kanban/XP

**PROFESSIONAL EXPERIENCE**

**Mondo Agile (*Agile Coaching)*,** Phoenix, AZMarch 2020-Present

**Agile Coach**

* Helping organizations succeed through company-wide Agile transformations that focus on the Agile mindset, Lean Thinking philosophies and continuous improvement.
* Current clients are Forbes 500 financial institutions, coaching at the enterprise portfolio and ART level in Scaled Agile Framework (client details can be provided upon request).
* Agile Leadership enterprise coaching and training, team coaching and training.
* Working with leaders to plan and implement companywide Agile Transformations.
* Agile Coaching in multiple Agile frameworks (SAFe, LeSS, Portfolio Kanban, Spotify) and methodologies (Scrum/Kanban/XP).
* Standing up Release Trains, or getting multiple teams within a value stream iterating together.
* Agile Team training, release Planning, feature breakdown sessions, story writing, estimation, DevOps.
* Remote team training, helping enterprise’s build successful remote team globally.
* Implement Portfolio Kanban visualization setup, utilizing tools like JIRA/Rally.
* Agile Team metrics implementation and training including, burndowns, throughput, cumulative flow, cycle time/lead time.

**REPAY (*Financial Technology*),** Tempe, AZ March 2017-March 2020

**Director, Agile Transformation**

* Director and Agile Coach responsible for all aspects of the companywide Agile Transformation, enterprise coaching, developing a team of Scrum Masters, designing Agile processes and workflow, team coaching, developing metrics and documentation.
* Responsible for visualizing REPAY's overall portfolio of technology initiatives, merchant integrations, product enhancements and acquisitions through Portfolio Kanban techniques.
* Implementing Portfolio Kanban across the REPAY organize utilizing JIRA, allowing the organization to scale and fully visualize their goals and initiatives.
* Responsible for sustaining our Agile transformation and ensuring we stick to best practices over the long term, improving the organization with the Agile mindset and Lean Thinking.
* Typically coaching and mentoring 3 teams simultaneously with in depth guidance on the roles, ceremonies and artifacts of Agile teams and organization units.
* Hiring and training a team of experienced Scrum Masters and Agile Project Managers to support our development teams and our scaling Agile framework and methodologies, Kanban/Scrum.
* Responsible for training the REPAY leadership team, ensuring that we have full support from the C Level management team members to ensure our Agile transformation is successful, facilitating the Portfolio level meetings.
* Facilitating feature design and validation sessions with the Product Owner and Architecture teams.
* Coaching 20 development teams across 6 countries, in office and remotely. Teams working in C#, Python, React Native, with strong a DevOps mindset.
* Developing and implementing the technology triage processes leveraging Salesforce ‘cases’, and acting as Scrum Master for the Salesforce development team.
* Implement Kanban metrics for each team including Throughput, Cycle Time/Lead Time, Cumulative Flow – allowing the management team to make informed decisions based on factual team data.
* Responsible for managing major corporate initiatives outside of the development lifecycle, including large acquisitions and integrations.
* Creating Agile artifacts, playbooks and training videos, documenting our Agile processes and how the PMO team runs Agile ceremonies.

**BRISTOL-MYERS SQUIBB (*Pharmaceutical*),** Princeton, NJ April 2013-March 2017

**Scrum Master – Global Commercial IT**

* Facilitating and acting as SAFe Agile Team Coach for Scrum teams supporting a large array of BMS systems utilized for healthcare and pharmaceutical marketing.
* Successful rollout of SMART alerts initiative - providing sales reps with real time, actionable health care provider data directly to their mobile devices.
* Facilitated implementation of new call center vendor from Tunstall to TMS Health – included additional iterative releases to implement warm transfers.
* UTM & Consent QVA initiative Kanban team - connecting tracking parameters to paid search links to determine how users reach BMS drug registration pages.
* Facilitated Marketing Excellent Global Webinar initiative teams, a global undertaking between worldwide BMS offices - provided live educational webinars broadcasted company wide.
* Amazon Web Service migration – this involved the transition of internal BMS marketing databases to Amazon Cloud Service.
* Epsilon’s Harmony Platform, a new email system utilized for all BMS email marketing initiatives.
* Thoughtspot search engine, which sits on the BMS database and enables search engine functionality.
* Sprycel Responsive Web Design initiative - enhancing Site Banners, One Card Activation Pages, and expansive ISI label updates for Mobile Site Functionality.

**MERCURY SOLAR SYSTEMS (*Solar Energy*)** Philadelphia, PA July 2009-April 2013

**Senior IT Project Manager**

* Managed $30M in project portfolios, responsible for entire project development lifecycle – initiation, planning, execution, monitoring, and finalizing projects within time constraints, budget and scope.
* Conducted examination and analysis of client’s business model and audited financials in order to recommend how to best customize and configure solar system product and software.
* Agile Project Manager facilitating two teams developing and implementing customized monitoring for customers and end users.
* Developed budget and cost management plan; presented budget requirements and project management plan through a kick-off meeting with key stakeholders.
* Defined project scope, timeline and tasks, allocated project resources accordingly as well as consistently monitored and reported on the progression of the project to all stakeholders.
* Coordinated with sales team, engineers, and system installers to deliver projects according to plan.
* Monitored project installation, managed changes to project schedule and costs, and communicated project status. Presented weekly reports to stakeholders defining project progress, risks and actions required to mitigate risks.
* Supported development of company PMO and setup of processes, procedures, and reporting mechanisms as well as created the project documentation process.

**NBC UNIVERSAL STUDIOS (*Mass Media*)**, Studio City, CA August 2006-July 2009

**Project Manager**

* Directly assisted VP of Production at Universal Media Studios: set up production offices and assisted hiring staff for new pilots and projects ordered to series, attended table reads, production meetings, casting sessions and kickoff meetings for Fall pilots.
* Managed project teams consisting of third-party vendors, producers, analysts, and production managers.
* Monitored production office costs and spending, ensuring projects were delivered within budget.
* Reported progress and ensured that key milestones were delivered on schedule.

**EDUCATION & PROFESSIONAL TRAINING**

**Master Certifications, Agile Project Management,** VILLANOVA UNIVERSITY, Villanova, PA

**MS, Sustainable Design,** THOMAS JEFFERSON UNIVERSITY, Philadelphia, PA

**BA, Technical Writing,** KUTZTOWN UNIVERSITY, Allentown, PA

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**HONORS**

Bristol-Myers Squibb Behaviors Award: Sprycel OSL Project (2015)

Bristol-Myers Squibb Behaviors Award: Oncology Support Liaison Project (2014)

Mercury Solar Systems: Exceptional Job Performance Award (2013)

Mercury Solar Systems: PM Leadership Award (2013)

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**CERTIFICATIONS**

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**TECHNICAL SKILLS**

Microsoft Office, MS Project, Visio, SharePoint, Smartsheet, Clarizen, Clarity, JIRA, Confluence, Rally, Leankit, Target Process, Kanban Zone, Basecamp, SalesForce, PPM, Vitalize, RingCentral, Zoom, Slack, Skype