

Mei Lin

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Curriculum Vitae

PROFESSIONAL EXPERIENCE

Project Manager, City of Plano

Dec 2017-Present

- Oversee technical projects and large-scale city-wide hardware and software Information Systems Projects simultaneously from inception to completion with a collaborative, energetic, and assertive attitude.
- Flexible and able to multitask when needed to meet stakeholders' objectives in a rapidly evolving environment supporting the City of Plano's mission to provide outstanding services and facilities through cooperative efforts that engage our citizens and contribute to the quality of life of our community.
- Lead cloud-based and on-premise digital transformation projects and exceeded stakeholder satisfaction and strategic expectations.
- Effectively develop project work plans, collaborate across-functional departments, monitor stakeholder collaboration, oversee change management and risk assessment, facilitate communication between IT-Services, third party vendors, vendor management, stakeholders, and city officials, providing realistic deadlines to meet the organization's objectives.

Project Manager, Technology Spa

May 2016-Dec 2017

- Responsible for managing, coordinating, and leading the implementation of the data center migration project in partnership with the application team, infrastructure engineering team, client services team, and operations team under defined constraints.
- Oversaw all aspects of cloud-based software integration projects: managing schedules, setting deadlines, developing resource plans, monitoring and summarizing progress of projects, assessing team resource capacity, and escalating issues quickly when they exist.
- Developed organization portfolio view with Project Management Office for all waterfall and agile projects due to the organizational Change to nurture agility and adaptability environment, support executives to priority all value streams, and sequence work with WSJF with product owners.

International Project Coordinator, American Heart Association

August 2014-May 2016

- Supported the timely and effective integration of Microsoft Dynamics 365 to support the organization's strategic initiatives.
 - Facilitated the Memorandum of Understanding ceremony successfully with the People's Republic of China (PRC) by utilizing a deep understanding of culture and language.
- Developed and implemented SharePoint solutions that meet business goals
- Supported the International team to generate \$10 million in revenue in 2015 through collaboration with seven cross-functional global teams.

COMMUNITY AND PROFESSIONAL ORGANIZATION LEADERSHIP

Project Management Institute Dallas Chapter, President	2020 – 2021
Project Management Institute Exam Contributor	2020
Project Management Institute Dallas Chapter, VP Programs	2017 – 2019
Project Management Institute Dallas Chapter, Exam Review Instructor	2018 – 2020
Project Management Institute Dallas Chapter, Lunch & Learn Facilitator	2014 – 2017
Toastmasters, District 50 Metro Division Director, Distinguished Toastmaster	2016 – 2017
Richardson Citizen Fire Academy Alumni Association, Vice President	2016 – 2017

EDUCATION

Masters of Business Administration, Texas A&M University-Commerce

Bachelor of Law, National Taipei University

Bachelor of Social Work, National Taipei University

CERTIFICATION

Agile Hybrid Project Pro Micro-Credential(Cert # 2974452)	2020 – Present
Lean Portfolio Management (SAFe LPM Cert # 86360870-4715)	2020 – Present
Certified Disciplined Agile Instructor (CDAI™ Cert #52879950)	2020 – Present
Disciplined Agile Senior Scrum Master (DASSM™ Cert #2871815)	2020 – Present
Six Sigma Black Belt Professional (Cert#31697637)	2019 – Present
Professional in Business Analysis (PMI-PBA® Cert #2551946)	2019 – Present
Agile Certified Practitioner (PMI-ACP® Cert #2008874)	2017 – Present
Project Management Professional (PMP® Cert #1864122)	2015 – Present

TEACHING EXPERIENCE

Project Management Institute Dallas Chapter, Exam Review Instructor	2018 – 2020
Project Management Institute Region 6/ Leadership Institute Meeting, Presenter	2018 – 2021
Toastmasters Internatioanl District 50, Leadership Institute Instructor	2014 – 2017

PUBLICATIONS

"PMBOK® Guide - Seventh Edition" (2021) Context Contributor, Project Management Institute.

"Mommy Is A Project Manager" (2019) by Mei Yin Lin (Author), Brandy Patton (Editor), Yoyo Chang (Illustrator), Fnova Publishing.