Scott Rak
Summary of Experience:

Director of Systems and Software   **HRCP (a subsidiary of McKinsey & Company)**
12 years   **Libertyville, IL**

Developed HRCP's technology infrastructure, a critical component for HRCP to successfully operate as a virtual firm, giving employees the ability to communicate, share data & collaboratively work across the U.S. Ensure satisfaction and complete delivery of user support needs and the overall company IT strategy, while staying within per project estimates and a yearly 1.5% of revenue budgetary constraint.

All system services and network infrastructure were designed to minimize downtime and ensure client security. Continuous improvement using current services, custom development or new technology was mandatory. Responsible for long term company productivity gains from the use of new technologies,

Cultivate solid HRCP IT and data processing vendor relationships in a consistent, organized and proactive way, exceeding HRCP requirements and measuring Key Performance Indicator (KPI) metrics. Manage website development, software licenses and computer security policies. Created and maintained a knowledge management estate.

Major accomplishments:
➢ Successful migration of HRCP owned equipment to cloud-based computing environment. With client-based security policies in place, a hosted Citrix application server and the SharePoint document management solution provides secure, productive, integrated access to our services on any device.
➢ Designed enhanced Microsoft Project Professional functionality and executed a capacity planning process to centrally manage both new and on-going projects, maximizing resource utilization.
➢ Effective implementation of our website communication strategy produced higher search engine results, more recognition from our target audience, increasing sales from new HRCP clients.
➢ Spearheaded a rigorous process to select a new IT support vendor that would provide a high quality set of integrated IT services centrally managed and always available for a reasonable cost. Managed the implementation process with Centerbeam and led new training efforts within HRCP to make it a success.
➢ Migration of our initial productivity and time tracking report system in Excel to the Microsoft Project Enterprise platform, giving us accurate and more robust tools to identify ways we can increase project profitability.

Senior Sales Analyst   **Dana Perfumes Corp**
3 years   **Stamford, CT**

Experience: Led the development of trade information systems, product mix assessments, promotion planning for key retailers and sales analysis for the division. Developed and analyzed sales performance indicators. System trainer for organization

Major accomplishments:
➢ First time profit for yearly Christmas promotion after implementing inventory allocation system
➢ Twenty five percent (25%) reduction of in-store returns after implementing a new retailer forecasting system, coordinating invoice changes between Operations, Marketing and Sales