

Cara Wills

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Summary

Over 12 years' experience managing manufacturing & IT projects orientated on results & delivery on a global scale. Strengths include collaboration, communication, motivating others to deliver on time and problem solving. Successful in resolving conflict and restoring faith in customers worldwide by delivering projects. Respected by a wide range of functional groups from manufacturing operations to site leads, directors and vice president level. Seeking a Project Manager role.

- Project Management & Delivery
 - Leadership
 - Requirement Gathering
 - Stakeholder Collaboration
 - WW multi-cultural cross-functional teams
 - Manufacturing/Engineering
 - Planning Budgeting & Forecasting
 - Business Process Improvement
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Career History

HP 2005 to Present

IT Project Manager 2015 to Present

At HP - Graphics Solution Business IT (GSB IT)

Currently managing the IT New Product Introductions (NPI) project in the printing business by building backend IT systems to support the go live of Reporting Dashboards for the Install Base of printers sold to customers worldwide. Manage cross-functional global project team.

- Originally joined project team as an analyst and quickly progressed into PM role to establish strong relationship with customers and business teams
- Established an engagement model with all teams involved both in IT and various business units to ensure smooth transition through project phases and transparency to customer
- Delivered 1st milestone in 6-week period
- Periodically travel to customer site in Spain to gather requirements and feedback from key stakeholders, give status updates and gain key insight and knowledge of customer business
- Follow SDLC methodology and Agile methods
- Plan project finances working with Finance and Technical teams
- Develop and maintain project schedule
- Collaborate with teams worldwide in China and Spain on daily basis
- Manage weekly status updates & present monthly status updates to key stakeholders
- Support teams during user acceptance testing phases
- Resolve conflict between development teams and customers
- Successfully deliver production releases to support customer's worldwide reporting
- Escalate issues from customer end user for prompt resolution
- Recognise major milestones achieved by the team

IT Business and Technical Analyst 2014 to 2015

At HP - Supplies IT (SIT)

Gathered requirements as an IT Analyst in the HP Labs to design, develop and deliver a vision test system for capturing test results from various HP printer plot tests for digital record of plot defects and to gather plot defect data for analytics.

- Shadowed lab engineers to further understand main lab operations and gain key knowledge
- Gathered & documented business and technical requirements

- Collaborated with design and development teams and vendor companies for Visions solution design (Stemmer) and Data Analytics solution (SAS)
- Met with key stakeholders for status updates throughout project
- Supported warranty phase after successful roll-out of solution onsite and HP Singapore Labs
- Increased efficiency of Lab testing process by 23%

New Product Introduction (NPI) Systems Project Manager 2013 to 2015

At HP - Supplies IT (SIT)

Managed and supported key NPI systems requests for both new cleanroom fab products and new final assembly line products. Facilitated the implementation of new products by liaising and collaborating with key stakeholders and engineers.

- Lead weekly meetings with process engineers, technicians and systems teams onsite
- Delegated required tasks to IT engineers
- Supported all new NPI requests

Factory Systems Engineer, Analyst and Project Manager 2007 to 2014

At HP – Imaging & Printing Group (IPG)

Upgraded and supported machine control systems in the Print Head Manufacturing (PHM) production lines in the HP Cleanroom. Lead machine upgrade projects on WW basis, involved in all stages of the project, from scoping, gathering requirements, leading design, testing and delivering supporting documentation.

- Lead Automated Inspection System (AIS) Hardware & Software Upgrade Project (2011 to 2013)
- Travelled to Singapore to support several machine buyoffs for Encap tools (2010 and 2011)
- Lead Xpress Software Rewrite Worldwide Project – Ireland/China/Singapore (2007 to 2009)

Plating Process Engineer 2005 to 2007

At HP – Imaging & Printing Group (IPG)

Worked as Plating Engineer in the Electroplating ink cartridge production lines in the HP Cleanroom. Provided process engineering support and machine support. Core Team Member on a project for the Plating Process Machine upgrade to industry standard Allen Bradley PLC logic, PanelView32 Panelbuilder Screen design, and complete software, electrical and mechanical hardware upgrade.

Education

2002-2007 ITT Dublin The Institute of Technology, Tallaght
Honours Bachelor Degree in Electronic Engineering with Distinction (2007)

Additional Skills/Qualifications

- PRINCE2 Foundation Certification, Practitioner level planned for Oct 2017
 - Introduction to Bio-Pharmaceutical Processing in NIBRT (Dublin) 2017
 - Project Management Fundamentals 2016
 - Chairperson for HP Sports & Social Committee
 - QlikView Designer 2014
 - SAFe (Scaled Agile Framework) Certification 2013
 - MCX Classic C/C++ 2007 and MCX C#.Net 2011
 - Certified Scrum Master 2009 (Experienced in Agilefant and Redmine tools)
 - Rockwell Automation PLCs, ControlLogix Maintenance & Logix Motion Control using RSLogix5000
 - Microsoft Office 365 and MS Tools: Outlook, Word, Excel, PowerPoint, Visio, Project, SharePoint
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Interests and Activities

Leisure: Cinema, Dining out, Netflix, Gaming, Weight Lifting and Zumba Dancing

Other: Volunteer work – corporate driven or local to home