

# WALTER W PLETCH

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## PROFESSIONAL SUMMARY

Experienced portfolio manager with excellent client and project management skills. Action-oriented with strong ability to communicate effectively with technology, executive, and business audiences.

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## SKILLS

- Effective leader
- Client account management
- Exceptional interpersonal communication
- Budget development
- Conflict resolution
- Deadline-oriented
- Customer service-oriented
- Efficient multi-tasker
- Project management

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## WORK HISTORY

08/2010 to Current **Project Manager**

*SRA International – Fairfax, VA*

- Initiated rollout of new enterprise software solution for Center of Disease Control and Prevention (CDC) Laboratory Information Management Systems.
- Partnered successfully with CDC information systems division to produce fully integrated solutions.
- Spearheaded cross-functional initiative to achieve software integration throughout all 96 public health laboratories the CDC oversees.
- Strengthened company's business by leading implementation of the 4.5 million contract with CDC.
- Trained, coached and mentored staff to ensure smooth adoption of new program.

04/2008 to 08/2010 **Project Manager**

*General Dynamics C4 Systems – Scottsdale, AZ*

- Initiated rollout of a new intelligence gathering enterprise software solution throughout Afghanistan for the US Military.
- Partnered with all US military and other information technology concerns in Afghanistan to produce seamless inclusion of this intelligence software system.
- Spearheaded cross-functional initiative to achieve seamless integration into the day to day operations of the intelligence community.
- Strengthened company's business by leading implementation of this 5.2 million dollar project.

01/2005 to 12/2008 **President**

*American Payroll & Business Solutions LLC – Manchester, NH*

- Business founder of American Payroll & Business solutions LLC, a small to medium size business payroll and human resources provider.
- Prepared income statements and balance sheets and projected cash flow.
- Developed and implemented a comprehensive salesperson training program.
- Managed business finances, including paying vendors and suppliers for products services rendered.
- Analyzed industry trends and compiled market research data to inform planning and strategy.
- Prospected to obtain new accounts while maintaining relationships with existing accounts.
- Monitored income expense sheets to track and adjust expenses.
- Researched public perception of products and services and used information gathered to guide strategy development.
- Solicited and developed new business accounts by cold calling and networking.
- Prepared 36 month-end reports and processed timecards for over 15000 paychecks.

01/2000 to 01/2005 **Regional Business Development and Sales Manager**

*Paychex, Inc – Woburn, Ma*

- Sales, Sales training, and sales management for a team of 22 account executives.
- Handled all business development functions for area of northern Massachusetts.
- Team was 120% of quota for all reporting periods.
- Oversaw integration with financial services and human resources sales division.

05/1979 to 06/2013 Senior Level Manager

*UNITED STATES ARMY ACTIVE and RESERVE CAREER – Washington, DC*

- Accounted for more than \$25million in deployable and installation equipment.
- Coordinated the logistical movement of 520 soldiers from home stations to deployed theaters in Afghanistan and Iraq.
- Developed operational concepts and training to transition operations to the Jordanian forces.
- Monitored and coordinated Army accounting policy and procedures for appropriated fund activities.

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## EDUCATION

- 2015      **MBA: Management and Leadership**  
*Kenneth Blanchard School of Management and Leadership, Grand canyon University - Phoenix, AZ*  
graduate both masters degrees July 2015)
- 1986      **Bachelor's Graduate Science Educator Certificate: Science Education**  
*Bridgewater State University - Bridgewater, MA*
- 1983      **Bachelor of Science: Medical Biology and Chemistry**  
*University of New England - Biddeford, ME*  
Medical Biology/Chemistry
- C, C+, C++, Basic, COBOL, Java, Java Script and PERL.: