

Cody Sanders

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Senior Business Analyst

Project Management | Product Ownership | Solution Engineering | Data Analysis

With over 15 years of experience in information technology and projects, Cody Sanders is a reliable, energetic, and resourceful professional. He has worked with a wide range of businesses, from small startups with 10 employees to Fortune 1 companies. Cody would love to help your business with its Project Management, Product Ownership, Solution Engineering, and Data Analysis needs!

- Successful project management, product ownership, & solution engineering in the technology sector including proprietary web applications, large software rollouts, and software migrations.
- Progressed projects as a resourceful leader, adept at assessing challenges and aligning solutions with project and user requirements.
- Achieved exceptional results by combining technical expertise and interpersonal skills as a highly motivated professional with a proven track record.

WORK EXPERIENCE

RigStar Industrial Telecom, USA – *Houston, Texas (Hybrid)*

February 2023 – Present

Projects, Planning and Execution

Planned and executed a wide variety of telecommunication projects throughout the United States.

- **Oversaw** the planning and execution of over four telecommunication projects across the United States, with budgets ranging from \$60,000 to \$6,000,000.
- **Delivered** major projects on schedule and within budget, including remote data center installations, microwave network setups, and cellular tower decommissions for top-tier networks.
- **Formulated** the USA branch Master Service Agreement and Service Level Agreement, streamlining inter-departmental processes and bolstering client trust.

Avison Young – *Houston, Texas (Remote)*

April 2022 – February 2023

SalesForce CRM to HubSpot CRM Migration Project

Responsible for migrating company CRM process from SalesForce to HubSpot in Europe.

- **Conducted** extensive interviews with UK subject matter experts to gather requirements for SalesForce to HubSpot migration.
- **Built** a HubSpot sandbox for market onboarding in the UK and Germany.
- **Designed** and proposed a comprehensive process for the Customer Relationship Management Team, including user activity reports, sandbox creation, and continuous process improvement through design thinking sessions.

Cushman & Wakefield - Houston, Texas (Remote)

June 2018 – April 2022

Proprietary Sales Software - Development and Rollout Project

Achieved success in the development, deployment, and support of a proprietary sales software solution for commercial real estate Brokers.

- **Deployed** proprietary software to 15 major cities across the US, supporting a total of 34 cities.
- **Impacted** 40 high-profile deals and generated millions in revenue through effective consultation with brokers.
- **Streamlined** operations by implementing change management processes, training programs, and automating client status reports, emails, and pitch processes with custom web applications.

ExxonMobil – Houston, Texas (Onsite)

March 2015 – March 2017

Training and Solutions Consulting Project

Established a training and solutions consulting group for the newly built ExxonMobil Campus in Houston, Texas, serving four IT Solution Centers and 10,000 users.

- **Completed** 115 IT consultations, saving over 5K hours through virtual meetings and structural improvements.
- **Developed** 13 productivity training sessions.
- **Trained** over 1,000 employees.

ExxonMobil – Houston, Texas (Onsite)

March 2013 – March 2015

Corporate IT Strategy Team, Organizational Change Management

Created a corporate organizational change management group serving multiple business lines.

- **Improved** business partner productivity and established a globally recognized IT brand through executive consulting and promotion of tools/services.
- **Designed** and managed a global customer-facing website.
- **Delivered** change management for multiple IT services.

ExxonMobil – Houston, Texas (Onsite)

June 2012 – June 2013

Corporate IT Strategy Team, Knowledge Management

Created and promoted global best practices for knowledge management and SharePoint.

- **Boosted** client efficiency by over 3k work hours through productivity best practices, SharePoint consultation and support.
- **Migrated** business-critical knowledge base from Lotus Notes to SharePoint.

ExxonMobil – Houston, Texas (Onsite)

May 2011 – June 2012

SharePoint Rollout Project

Implemented SharePoint within Exploration, Drilling, and Development organizations.

- **Configured** and deployed 250 SharePoint sites.
- **Provided** expert guidance on change management to senior leadership.
- **Established and monitored** key project metrics and KPIs for reporting purposes.

ExxonMobil – *Houston, Texas (Onsite)*

June 2009 – May 2011

Documentum Application Team

As the sole system administrator, managed and maintained an enterprise-level document management system powered by Documentum. Provided technical support to users and oversaw a project to upgrade the application and server infrastructure.

- **Managed** and improved 31 global Documentum servers.
- **Assisted** 114 users through technical support consultations.
- **Conducted** a thorough monthly audit of all application users.

ExxonMobil – *Houston, Texas (Onsite)*

June 2008 – June 2009

Onsite Support

Participated in the new hire program as an IT support analyst for the Research and Development companies.

- **Completed** over 500 general IT support and software requests.
- **Delivered** 23 software trainings.

EDUCATION

Oklahoma State University - *Stillwater, OK*

BS – Management Information Systems, 2008

PROFESSIONAL SKILLS

Project Management

ProSci Change Management | Agile | Waterfall | Reporting / KPIs | Roadmap | Proposals | Gantt Charts | Jira | Trello | Microsoft Project | Microsoft Visio

Product Ownership

Jira | Agile | Waterfall | Figma – Design Sprints | Requirements Gathering | User Stories

Data Analysis

Excel | Python | SQL | Machine Learning | Windows | Linux | Mac OS X

Web Applications

MongoDb | Express | REACTJs | NodeJs | JavaScript | HTML | CSS | SQL | Postman | GitHub

Business Analysis

Microsoft Office – Excel, PPT | Figma, MS Visio – Diagrams / Flow charts | Reporting / KPIs

eLearning

Adobe Captivate | Final Cut Pro | Camtasia | Workday

General

Microsoft Office | Microsoft Teams | SharePoint | Slack | Zoom | WebEx | Lotus Notes | Windows | Linux | Mac OS X | Figma – Diagrams / Process | Photoshop

Other

ArcGIS Online

Certifications & Certificates

ProSci Organizational Change Management Certified | Certified Telecommunications Project Management | Project Manager – Udacity | Design Thinking – Udacity | Machine Learning – Udacity | REACTJs – Udacity | Digital Freelancer – Udacity

VOLUNTEER EXPERIENCE

Houston Food Bank - Houston, TX 2022

Non-Profit Organization

- Packed thousands of food items for community.

Vintage CrossFit - Houston, TX 2013 - 2018

Fitness Gym

- Coached 1,000s of fitness enthusiasts

Woo-Town CrossFit - Woodward, OK 2015 - 2018

Fitness Gym

- Established local CrossFit Gym.
- Trained local coaches and management.
- Scaled gym from 0 to 100 members.
- Expanded from garage gym to 500 square foot facility, to a 6,000 square foot facility.

United Way – Park Garden Development - Houston, TX 2013

Non-Profit Organization

- Planted Garden at Discovery Green Park downtown Houston.

United Way – Deck Building - Houston, TX 2012

Non-Profit Organization

- Built a deck for church.

United Way – Elementary School Development - Houston, TX 2009

Non-Profit Organization

- Created computer lab and constructed playground equipment.

AWARDS AND HONORS

- Dean's List** – *Oklahoma State University* 2008
- GPA 3.65
- CrossFit Games Finals Participant** – *Carson, California* 2011
- Finals of CrossFit games composed of athletes from all regions around the world.
- CrossFit Games Regionals First Place** – *Houston, Texas* 2011
- Competition consisting of CrossFit athletes from three states in the South-Central Region.