

## Application Form

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### Disclaimer

Under Florida law, all information, including e-mail, written letters, documents and phone messages, sent to the Alachua County Board of County Commissioners are subject to Public Records law. This includes the sender's e-mail address, home address or phone number if shown in the message, the content of the message and any associated attachments to the mail. If you are exempt from aspects of the public records law pursuant to F.S. 119.071, contact the advisory board coordinator at 352-264-6906 prior to submission of this form.

### Please Agree with the Following Statement

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**I have read the disclaimer above and understand my application is subject to Florida's Public Records Law.**

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☒ I Agree

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### Profile

Peter

First Name

Davis

Middle Initial

Last Name

326 SW 131st street

Home Address

Suite or Apt

newberry

City

FL

State

32669

Postal Code

pwdavismd@gmail.com

Email Address

Mobile: (352) 642-0311

Primary Phone

Alternate Phone

RSM US

Employer

Project Manager

Occupation

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### Education:

BS Virginia Tech 1989

### Professional Organizations:

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### Which Boards would you like to apply for?

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Recreation and Open Space Advisory Committee: Submitted

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What position(s) are you applying for?

board

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## Interests & Experiences

Are you currently serving or have you ever served on an Alachua County advisory board?

☐ Yes ☒ No

If yes, please list board(s):

Please list any civic and professional accomplishments/honors, training or experience related to this appointment:

What Contributions do you feel you could make if you were selected to this board?

[Peter.Davis.Resume.web.2022.docx](#)

Upload a Resume

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## Demographics

Some boards and commissions require membership to be racially, politically or geographically proportionate to the general public. The following information helps track our recruitment and diversity efforts.

### Ethnicity

None Selected

### Gender

None Selected

Date of Birth

Are you over the age of 60? (Required for some boards)

☐ Yes ☒ No

Are you a resident of Alachua County?

☒ Yes ☐ No

If you are an Alachua County resident, how long have you lived in the county?

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## Supplemental Questions

Some of the boards and committees appointed by the County Commission are required to comply with Chapter 112, Florida Statutes, the Financial Disclosure Law. If applicable, would you be willing to file the required financial statement?

☒ Yes ☐ No

Do you affirm that your personal and business (if applicable) affairs within Alachua County are in substantial compliance with all county regulatory and taxing authorities rules and regulations?

☒ Yes ☐ No

Please Agree with the Following Statement

Appointees to advisory board/committees are required to attend scheduled meetings as specified in the "Guidelines for Citizen Advisory Boards and Committees".

☒ I Agree

Please Agree with the Following Statement

I understand that this completed application is the property of Alachua County and I hereby certify that the statements made on this application are true and correct.

☒ I Agree

**PETER DAVIS**

352-642-0311  
pwdavismd@gmail.com

## **TECHNOLOGY AND DESIGN PROFESSIONAL**

*PROJECT MANAGEMENT | DIGITAL MARKETING | WEB DESIGN*

Strategic and creative thinker with over 15 years of wide-ranging professional experience in program and project management, online marketing, information technology management, business analysis, and training. Demonstrated expertise in all management aspects including team development, resource and budget management, project management, and operational excellence. Analytical thinker with strong attention to detail who applies a logical, common-sense approach in seeking consensus and practical, workable solutions to problems and readily learns new technologies. Enthusiastic, humorous, and effective communicator able to produce optimum team performance. Technology Community leader and public speaker.

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### **CAREER HISTORY**

**RSM US, Jacksonville, FL**

**2021-2023**

#### **Project Manager, Netsuite/OpenAir**

- Effectively lead implementations of ERP and Professional Services Automation software often in the context of full Quote to Cash optimizations with multiple integrations.
- Use tools per company PMO standards, policies, and systems including Smartsheet, advanced Excel, Jira, and Confluence.
- Employ a hybrid Waterfall and Agile project delivery methodology with a collaborative approach to implement complex software systems.
- Direct projects with budgets of approximately \$1.3M and teams of 10-50 stakeholders.
- Manage all aspects of the project lifecycle including scope, resources, budget, and communications. Responsible for tracking project progress against milestones, budgetary guidelines, and other performance indicators, and preparing reports to senior management.
- Develop productive teams to efficiently deliver quality work products to clients.
- Communicate with clients promptly and thoroughly to ensure customer satisfaction. Escalate roadblocks as they are identified to ensure resolution.

**TOP STEP CONSULTING, INC, Gainesville, FL**

**2020 – 2021**

#### **Senior Project Manager**

- Led implementations of web-based Professional Services Automation software often in the context of full Quote to Cash optimizations with multiple integrations.
- Directed the successful creation of a PMO by developing standards, policies, and systems including OpenAir, Jira, and Confluence.
- Utilized a hybrid project delivery methodology with a team-oriented approach.
- Managed all aspects of projects including scope, resources, budget, and communications. Responsible for projects with budgets up to approximately \$1M and teams of 6-30 stakeholders.
- Assisted with online marketing including website design and optimization, content management and development, and search optimization.

**INFO TECH, INC.,** Gainesville, FL

**2018 – 2020**

**Project Manager**

- Led implementations of web-based construction software using agile methodologies to foster a team-oriented approach.
- Responsible for projects with budgets of approximately \$2M and teams of 4-20 stakeholders.
- Managed all aspects of the project lifecycle including scope, resources, budget, and communication. Created detailed project plans to track progress.
- Documented and improved operational processes and project management standards.
- Designed reports, dashboards, and visualizations using data analytics tools.
- Built strong partnerships with vendors and other departments including Security, Infrastructure, and IT.

**THE UNIVERSITY OF FLORIDA, SCHOOL OF MEDICINE,** Gainesville, FL

**2015 – 2018**

**Project Manager/Information Technology Manager**

- Provided leadership for the IT team including staff development and training, budget administration, strategic planning, special projects management, and daily operations.
- Led the successful implementation of Epic Beaker for the University of Florida Pathology Lab. Provided operational support for Epic Lab Module/Beaker (Beaker AP Certified).
- Managed all aspects of projects with budgets up to \$6M including scope, resources, budget, and communication.
- Created IT strategy and vision in collaboration with Pathology Leadership.
- Cultivated productive relationships with vendors and other University departments including Security, Infrastructure, Medical Instruments, and Network Support.
- Implemented Agile methodologies for critical software projects using a team-oriented approach.

**CROWN PARTNERS NOW SAPIENTRAZORFISH (CONSULTING FIRM),** Dayton, OH

**2013 – 2014**

**Senior Project Manager**

- Successfully managed all aspects of web development and Information Technology project engagements, including planning, delivery, resourcing, financial reporting, and invoicing for retail and commercial clients.
- Effectively led cross-functional domestic and international project teams in high-value, large-scale web and content management projects using Waterfall and Agile methodologies.
- Created project management plans, schedules, and governance documents; monitored progress against schedule.
- Oversaw scope, cost, schedule, reporting, and contractual adherence to deliverables performance.
- Contributed to business and proposal development by creating work estimates and packages.

**CAPGEMINI US (CONSULTING FIRM),** Atlanta, GA

**2012 – 2013**

**Senior Project Manager**

- Responsible for all aspects of web development and Information Technology project engagements, including planning, delivery, resourcing, financial reporting, and invoicing for retail and commercial clients.
- Effectively led cross-functional domestic and international project teams in the website and content management projects using Adobe AEM with up to \$1M budgets.
- Designed mobile and web applications as part of a training and mentoring program using UX principles and best practices.
- Created project management plans, schedules, and governance documents; monitored progress against schedule.
- Oversaw scope, cost, schedule, reporting, and contractual adherence to deliverables performance.
- Contributed to business and proposal development by creating work estimates and packages.

**Z, INC./Z, FEDERAL (GOVERNMENT CONTRACTOR),** Silver Spring, MD

**2006 – 2012**

**Senior Management Analyst, Project Manager**

- Spearheaded the execution of complex web design and development projects including information design/UX, web development, and database development for key clients including the US Department of Energy, Energy Information Administration (EIA), and Federal Deposit Insurance Corporation (FDIC).
- Managed multiple large-scale web development projects simultaneously with up to \$500K+ budgets and up to five resources including subcontractors.
- Led UX design workshops for internet design and development using UX best practices including card-sorting, wireframing, and prototyping.
- Developed and implemented a web strategy for Federal clients including content development and management, usability, search engine optimization (SEO/SEM), web analytics, and social media.

**311 MEDIA,** Gainesville, FL **2006–Present**

**Owner - Marketing/Technology/Web Consultant**

- Clients include medium and small businesses, higher education, and elementary education.
- Manage IT for private K-8 schools including classroom technology, network infrastructure, and devices.
- Teach web, general technology, Internet research, physical education, and project management courses to K-8 students and adult learners.
- Create technology and web marketing and communications strategies and solutions.
- Implement web marketing and social media strategies and investigate additional opportunities for online marketing including Google AdWords, Google Analytics, and Search Marketing.
- Coordinate and direct offshore resources on web projects for small and medium business clients.

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**ACADEMIC CREDENTIALS & PROFESSIONAL DEVELOPMENT**

Certified Scrum Master (CSM) CURRENT

SCRUM ALLIANCE

Project Management Professional (PMP) 2012-2017

PROJECT MANAGEMENT INSTITUTE

UF Managers Cohort Training Program

UF HUMAN RESOURCES

Epic Beaker AP Certification 2017

EPIC SYSTEMS

**Bachelor of Science**

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY, BLACKSBURG, VA

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**CORE COMPETENCIES**

Project Leadership • Agile Methodologies • IT Management • Web Design/Development • SEO/SEM  
E-commerce • UX Design • Online Marketing • Technology Training • Data Analytics

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**TECHNICAL EXPERTISE**

**Project Management Systems:** OpenAir, Smartsheet, Jira, Confluence, MS SharePoint, MS Project

**Programming:** HTML, CSS, JavaScript, ColdFusion, PHP, SQL, APIs

**Graphic/Productivity Tools:** Adobe Creative Cloud; Dreamweaver, Fireworks, MS Office, MS Visio

**Database:** MySQL, Oracle 10i, MSSQL, MS Access

**Content Management:** Adobe ECM, WordPress, Concrete5

**Analytics:** Power BI, Google Analytics/Data Studio, Adobe Analytics (Omniure)

**Information Design:** Discovery, Content Analysis, UX Prototyping and Design, Web Usability, Data Visualization/Mapping, Wireframes