

Jonathan R. Japka, PMP

633 East Main C7
Moorestown, NJ 08057
Jonathan_Japka@Japka.us

office 856-380-0731
cell 856-296-8265
www.Japka.us

SUMMARY

Mr. Japka has over 30 years of hands on Project Management and Scheduling experience. He is a former Project Manager and earned his Project Management Professional (PMP) certification in 1996. Mr. Japka has created and maintained program and project schedules in New Product Development, Software Development, Construction, Power Plant, and Refinery environments. Mr. Japka has also been instrumental in setting up, implementing, and training Primavera P6 enterprise level project management software in over 20 companies.

SKILLS

- Excellent interpersonal, communication, organizational and presentation skills
- Expert in Critical Path Method (CPM) scheduling techniques
- Expert in Earned Value performance measurement techniques
- Develop template project plans including Work Breakdown Structures (WBS), detailed work activities, and resource assignments
- Create management reports
- Create and maintain resource and cost loaded Project Schedules
- Expert in configuring Primavera P6 project management solutions
- Expert in Primavera legacy products: Primavera Project Planner (P3) and Suretrak
- Develop policies and procedures governing the implementation of project management (Project Management Office - PMO)
- Implement Enterprise wide project management system in a matrix organization
- Create training documentation
- Construction Project Manager familiar with all phases of Construction
- Teach / Mentor in classroom and one-on-one environments
- Other Scheduling tools - Artemis Project View, MS Project,
- MS Office - MS Word, PowerPoint, Access, Outlook, Excel

ACCOMPLISHMENTS

- 2008 Primavera Excellence Award - Amtrak Engineering – Lead designer
- Instructor for Project Management certificate program Villanova University (1999 – 2010)
- Authorized Primavera Systems instructor (1991 – 2009)
- Speaker at CPM Construction Scheduling Conference (2011, 2013, 2014)
- Speaker at PMI College of Scheduling conference (2006, 2013)
- Speaker at Primavera User Conference (1999, 2000, 2002, 2003, 2005, 2006,2008)
- Speaker at New Jersey PMI Symposium (2001, 2002 and 2005)

CERTIFICATIONS

- Project Management Institute (PMI) – PMP Certification # 6413
- Oracle University – Primavera P6 Certified Implementation Specialist – April 28, 2011

EDUCATION

BS Civil Engineering from Rutgers College of Engineering 1980
Specialization in Construction Management
New Brunswick, New Jersey

EMPLOYMENT SUMMARY

- **Japka Management Corp.**, Moorestown, NJ **April 2004 to present**
Scheduler and Primavera Implementation Consultant

Program / Project Scheduler – Create and maintain Primavera, Artemis, or MS Project project schedules. This includes schedule development, maintaining schedules, critical path analysis, earned value analysis, baseline analysis, schedule impact analysis, and resource analysis.

Primavera Consultant – Implement Primavera P6 enterprise software. This includes configuration, template development, process development and improvement, documentation, and custom training.
- **ETRAC Solutions**, Cherry Hill, NJ **October 1990 to March 2004**
Primavera Authorized Representative (PAR)

Senior Consultant – Assisted over 100 clients in implementing Primavera Project Management systems. This includes needs analysis, software configuration, process development, template project creation, policy development, reporting requirements, and classroom instruction.

Certified Primavera Instructor - Performed over 6000 hours of classroom instruction. Developed and taught original course material ranging from basic project scheduling to advance Earned Value analysis.

Scheduler – created and maintained over 100 different project schedules ranging from heavy construction to IT implementation.
- **Kling-Lindquist Partnership**, Philadelphia, PA **May 1990 to September 1990**
Architects / Engineers

Program / Project Scheduler – Created and maintaining project schedule for design, procurement, construction, and start-up of pharmaceutical research complex. Secondary responsibility included maintaining company wide resource loaded schedule to determine staffing requirements.
- **Norwood Industrial Construction Company** **April 1987 to May 1990**
Malvern, PA

Project Manager – Responsible for all aspects of commercial construction projects. This included estimating, contract negotiation, drawing review and approvals, client reporting, day-to-day operations. Projects included 3 story mid rise offices, doctor's office, warehouse, and flex spaces.
- **Stone and Webster Engineering Corporation** **July 1980 to March 1987**
Cherry Hill, NJ

Senior Scheduling Engineer – Responsible for implementing, creating and maintaining project schedule for nuclear and fossil fuel power plant construction and start-up phases. Teach junior schedulers in project schedule creation and maintenance techniques.

RELEVANT EXPERIENCE at Japka Management

Lockheed Martin – (2007 to current)

- Senior Scheduler on Next Generation Identification (NGI) software development project for the FBI.
- Sole Scheduler for CSS IV for FBI
- Lead scheduler for installation of security system for New York City Metropolitan Transit Authority (MTA). Included both construction and software development.
- WBS and Schedule development on TBFM proposal for FAA
- Sole Scheduler for NYPD SCIF construction

Primavera Systems – Performed health checks for various clients validating the use of Primavera P6. Gave recommendations for process improvements. Taught public open training classes and internal new hire training classes at Bala Cynwd corporate offices.

Amtrak – Oversaw the implementation of Primavera P5 for the engineering department. This represented over \$500M worth of project yearly. Developed and maintained program schedules. Performed critical path analysis, baseline analysis, earned value review, resource over allocation analysis. Configured P6 and developed interfaces to external systems.

New York City School Construction Authority (NYC SCA) – Implemented Primavera P6 for the IT department. Prior to that developed template project for CIP (Capital Improvement Projects). Developed and maintained project schedules for capacity projects (new schools). Schedules covered scope, design / engineering, government approvals, procurement, construction, and turnover phases. Created monthly management reports.

Foster Wheeler Engineering Corp – Developed template project for steam boiler design, procurement, and construction, startup and test phases. Assist project schedulers in maintaining and analyzing these project schedules. Performed resource analysis cross projects of engineering manpower. Presented finding to management.

A and E Construction – Developed and maintained project schedules for Helm Building addition at Princeton University. Developed and maintained project schedule Temple Heath System warehouse to office renovation.

Merck Central Engineering – Developed engineering project template. Conducted engineering resource analysis. Taught schedulers to updating and maintaining schedules.

RELEVANT EXPERIENCE while at ETRAC Solutions

New Jersey DOT – Develop template project schedule for engineering and construction. Taught Project managers how to update, maintain, and analyze contractor project schedules.

Delaware DOT – Develop template project schedule for engineering and construction. Assisted program manger in updating and maintaining project schedules.

Hill International for New Jersey School Construction Corporation – Develop template project schedule for school renovations. Assisted schedulers in maintaining and analyzing project schedules.