

**Passionate, Dynamic Information Technology Executive Seeking Leadership Role**

Dear Search Committee:

I have a real passion for problem solving, for taking the complex and chaotic, creating order, structure and optimization. Please accept this letter and attached résumé as interest in this role. In addition to the minimum qualifications, business competencies and experience; the following unique characteristics qualify me for your role:

- Pairs analytical approach with creativity
- Strategic and systematic thinker (*big picture*)
- Structured, performance-based manager
- Values emotional intelligence
- Listens, uses & provides feedback
- Extroverted personality (*Myer-Briggs: ENTJ*)
- Persuasive communicator, sells the message
- Translates technology to business language
- Partners with business and operations staff
- Realizes schedule, budget & client satisfaction
- Consistently demonstrates fiscal responsibility
- Thinks strategically; plans, then acts tactically
- Apologizes for mistakes, demonstrates gratitude
- Wants to make a difference
- Ego is secondary to successful objective
- Uses enthusiasm and humor – often
- Creates order out of chaos
- Embraces change and fosters new ideas
- Agile in ambiguous & fluid environments
- Passionate operational excellence advocate

Coupled with strong leadership and learning agility competencies, I can identify and adeptly act upon changes on the horizon– significant given the current velocity of market forces, project constraints, and other business drivers.

One of my strongest differentiating characteristics is my persuasive, enthusiastic communication through various channels. I drive strong comprehension of an initiative and its value proposition to numerous stakeholders; paving the acceptance and transformation roadmap with collaboration, consensus, passionate leadership and followership.

My career progressed from application developer, to credentialed project manager to a compelling executive, resolving enterprise challenges and transforming operations. I have led complex enterprise and statewide programs and large campus-based organizations serving numerous sites and large teams with resources distributed nationally or internationally. I have significant experience developing and delivering complex, dynamic solutions for large enterprises; recognized as a turnaround and start-up expert, adeptly initiating or triaging large scale projects and initiatives.

Translating organizational strategy into exceptional solutions that create efficiencies in operations while fully supporting an organization requires special expertise and strong leadership abilities – characteristics that qualify me for your role.


**A sampling of my accomplishments and contributions include:**

- **Strategic Planning:** Establish applicable, best practice guiding principles/strategic objectives, e.g. buy over build.
- **Financial:** Medicaid Management Information System (MMIS) paid out over 8.5M claims for \$1.7B+ in 2016.
- **Healthcare:** Provided leadership facilitating statewide collaboration for DSRIP/1115 Waiver, HIT/HIE, meaningful use, programs and capabilities; interoperability; federal/state programs and regulatory compliance.
- **Vision and Leadership:** Working with multiple private/public partnerships and collaborators; led NYS Medicaid EHR Incentive Program with an anticipated \$1.5B+ NYS economic impact and NH \$150M DSRIP 1115 waiver.
- **Cybersecurity:** Serve as Acting Chief Information Security Officer, initiated programs to reduce risk profile; provide incident management; direct MARS-E, HIPAA, NIST-800, SSA, IRS analysis and compliance.
- **Negotiations/Cost Savings:** Realized \$2M savings in one transaction, maintained strong vendor relationship.
- **Contracts and Funding:** Improved management of full state/federal procurement lifecycles; consistent budget tracking and procurement oversight.

With a legacy as a highly innovative and inspirational business and technology manager, my credentials are strong. I have served in healthcare, legal, government, engineering, professional services sectors; responsible for all IT operations, business relationships, vendor management, talent development, procurement and full P&L management (\$30-80M technology budgets; \$1.5B+ NY, \$1.7B NH HHS programs).

I would appreciate nothing more than to apply my passion, competencies and experiences to this role. My credibility and experience are an excellent fit and would allow me to make an immediate impact.

Sincerely,

  
Donna O'Leary, PMP, MBA

Attachment: Résumé