

MARY E. MONK

Resource Manager, CAPM

MEET MARY

A highly organized resource manager with a people-first approach to leadership. Specializing in cross-functional team management and process improvements that lead to proactive transformations. Passionate about delivering quality results to stakeholders while championing ethical business practices that maximize talent retention and overall project success.

EXPERIENCE

Oracle | Strategic Messaging & Experience Team

Resource Lead Nov 2022 - Present

- Resourced **50+ deals per quarter**, with an average **annual revenue of \$130M**, becoming an integral part of the leadership team
- Impacted team culture through **built trust & transparency**
- Nurtured the talents of 35 creative professionals amongst numerous challenging organizational restructures, consistently proving that **prioritizing people can have a net benefit on business results & employee turnover**
- Developed & maintained a robust deal management system within Smartsheet, including **KPI dashboards utilized by senior executive leaders** to make critical decisions across the organization
- Developed standardized service offerings for the creative team & implemented a reliable forecasting process, **improving the team's capacity to support deals by 274% year-over-year**

Whole Foods Market | Change Enablement Team

Project Manager (Promotion) Mar 2022 - October 2022

Sr. Project Specialist Nov 2021 - Apr 2022

- Led **high-visibility, cross-functional projects** focused on aligning labor budgets and labor expectations across 300+ US stores
- Developed a project adoption report and dashboard that is now utilized for every project on the Change Enablement team to **measure the success** of training programs and projects
- Managed resourcing allocations for **25+ training & change professionals** across all projects on the Change Enablement team
- Identified **efficiencies in resourcing processes** and developed an intake scoping model that **improved business partner relationships** and drove project success



SKILLS

- Problem-Solving
- Project Scoping & Prioritization
- Smartsheet Systems
- Change Management
- Data Analysis & Insights
- Communication & Teambuilding
- Resilience & Adaptability
- Empathetic Leadership
- Diversity & Inclusion Advocacy

EDUCATION

Certified Associate of Project Management
Project Management Institute, 2021

B.S. Management + Sustainability
Park University, 2021 Summa Cum Laude

CONTACT

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*Mary is a chaos-calmer,
a people-first planner,
& a culture creator.*
Mollie Burpo
Oracle Managing Director
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