

Brenton J. Nair
2083 Vinton Ave
Memphis, TN 38104
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Brentnair7214@Comcast.net

CHIEF INFORMATION OFFICER

EXECUTIVE PROFILE

Information Technology - Project Management – Strategic Planning

A technology and business visionary executive with hands-on experience in building effective Information Technology organizations and a strong record of success in creating robust IT architectures and infrastructures. A proven ability to bring the benefits of IT to solve business issues while managing risks and containing costs. A dynamic management professional who has proven problem solving abilities, project management, team building and staff development experience.

PROFESSIONAL EXPERIENCE

City of Memphis, Memphis, TN

June 2010 to Present

Deputy Chief Information Officer

- Developed strategic and operational goals and objectives to support the City's vision
- Oversaw daily operations for the City's Information Services
- Reviewed and drafted operational and capital improvement budgets
- Provided governance for all projects and operational initiatives
- Developed Information Technology policies and procedures
- Supervised and provided staff development for Information Services personnel
- Improved processes and procedures through interaction with various divisions
- Decided on and implemented enterprise solutions for Information Services technology

The Huntington Group, Memphis, TN

October 2009 to June 2010

Chief Advisor to the CIO for the City of Memphis (consultant)

- Reviewed daily operations for the City of Memphis Information Services
- Aided the development of policies and procedures to ensure cost efficient operations
- Participated in the evaluation of Enterprise solutions for Information Services technology

Wunderlich Securities, Memphis, TN

September 2008 to October 2009

Chief Information Officer

- Provided strategic and tactical planning, development, evaluation, and coordination of the information and technology systems
- Supervised and provided staff development for Information Services staff
- Implemented efficiency programs to reduce Information Technology resource costs
- Developed and implemented business continuity and disaster recovery procedures and solutions
- Oversaw daily Information Technology operations with full time and contract resources.
- Created and implemented Information Technology metrics and measurements
- Presented Board of Directors with solutions and initiatives to meet business objectives

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Federal Express, Memphis, TN

October 2005 to September 2008

Business Application Advisor

- Managed the implementation of the remediation business process and ensure adherence to compliance and service level agreements
- Managed and coordinated the relationship with employee and contracted personnel
- Re-designed remediation processes to improve business results
- Presented response plans and remediation updates to senior management
- Coordinated with Legal and HR personnel to create policies and procedures
- Assisted senior management in the review of projects and programs which met Information Security's business objectives
- Developed process improvement and business alignment metrics

Senior Business Application Analyst

- Managed several projects involving development teams, global business partners and vendors
- Mentored project members on problem resolution, and project management processes
- Communicated client business requirements and developed software specifications
- Created and implemented project plans, project documentation, per corporate standards

FTN Financial, Memphis, TN

May 2001 to October 2005

Manager of Regional IT Services

- Directed the IT operations and support for 22 regional locations and managed network engineers, system administrators, developers and help desk personnel
- Assisted the CIO in the planning, review, and implementation of information technology standards, policies and regulations
- Implemented on-time and within budget several multi-location integration projects which met planned objectives
- Managed vendor relationships to ensure adherence to service level agreements and met predefined objectives and business processes
- Developed policies and procedures for Risk Management and Audit procedures pertaining to various internal and external auditing agencies
- Developed and implemented business continuity and disaster recovery plans for regional locations
- Approved the purchase, rent, license or acquisition of computer, communication, and other office hardware or software systems

3re.com, Memphis, TN

March 2000 to April 2001

Director of Network Services

- Establishing the direction for the IT department and implemented the strategic initiatives outlined by the Board of Directors
- Directed and exercised administrative control over personnel assigned to the IT department
- Developed business continuity plan for information technology services
- Initiated, and managed the analysis, design and development of information, telecom, office automation systems and other professional services
- Reviewed and reported project definitions, objectives, requirements and progress of developing systems to the Board of Directors
- Monitored the data integrity, reliability and security of business logistics systems, for all business units
- Prepared annual IT budget and established controls to stay within specified budget limits
- Assisted IT personnel to progress in their positions by helping to develop skills, training and mentoring, to maintain a high level of current knowledge in computer system technology

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EDUCATION – CERTIFICATIONS - AWARDS

M.S.	Counseling and Student Personnel Services, <i>University of Memphis</i>
B.A.	History and Anthropology, <i>University of Northern Iowa</i>
GLEG	Legal Issues in Information Technology & Security, GIAC
CISSP	Certified Information Security Systems Professional
PMP	Project Management Professional, Project Management Institute
IT Hall of Fame	FedEx Information Services Application Development Hall of Fame