

Aimee Medvedik

Scrum Master

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SUMMARY

- I value and strive for efficiency, transparency, measurable growth, continuous integration, and happy, self-organized scrum teams
- Risk manager
- Impediment destroyer
- Servant leadership
- Agile problem solver

WORK EXPERIENCE

Scrum Master

Aug 2021 - Aug 2022

UPMC

HealthPlaNET Application Services

- Planning and leading agile ceremonies for two scrum teams, protecting scope and mitigating blocks. Recording notes and action items. (CI/CD, SAFe, Risk Management, Cross-Functional Leadership, Rally)
- Report biweekly team updates, achievements, and risks for leadership. Summarize accomplishments and dependencies for UPMC Stream Aligned Team members in Combined Sprint Review
- Collaborated to create Team Agreements (DoD, DoR, Story/Subtask process, team expectations, role expectations)
- Work closely with product owners to keep an accurate, prioritized backlog.
- Successfully prepared deliverables and prerequisites for first Dark Deployment to Production.

Business Analyst / Scrum Master

Jan 2019 - Aug 2021

Consultants to the Government and Industry

PNC Bank - Component Library and Online Statements

- Worked with accessibility coaches to determine testing plans to achieve a11y compliance

(a11y compliance)

- Planned and lead agile ceremonies for three retail mass market teams, 40~ total members
- Coordinated sprint review ceremonies across PNC's mass market teams, 120~ total members
- Drove the migration from Version One to Jira, prioritizing backlogs with POs / leadership
(VersionOne, JIRA)
- Monitored release timelines. dependencies, scope change during virtual wallet digital transformation

- Conducted workshops, participating in Agile Communities of Practice and Scrum of Scrums (SAFe Program Consultant, SAFe Scrum Master)

Sheetz Consumer Digital

- Ensured consistency and built-in quality across the Sheetz brand's digital platforms
- Oversaw digital transformation regarding curbside pickup, scan n' go, fuel pump activation, mobile apps
- Making recommendations when defining and aligning requirements, priorities, and timelines with stakeholders
- Developed SMART, Gherkin user stories to communicate business value within scope and capacity
- Capacity planned, monitored burndown, and ensured proper sign-offs achieved on-time. Facilitated ceremonies.

Corporate Extracurriculars

- Heavily involved in coordinating activities for Agile Incubation Program, Women's Forum, and Social Club
- Interviewing potential global candidates, running the booth at career fairs, phone screenings, mentorship
- Philanthropy work such as Carnegie Mellon Girl's IT Challenge; Best of the Batch Foundation Scratch Camp (Scratch, Clearances)

Restaurant Server

Aug 2018 - Dec 2018

Church Brew Works

- Provided thoughtful, informative customer service as part of a team in a successful, often high-pressure environment
- Tailored experiences for guests by making recommendations and upselling
- Quickly memorized orders, daily specials, and important details such as allergies and special requests to maintain fast, accurate, and high-quality service
- Mitigated and escalated disgruntled guests with a polite, warm, and calm demeanor to help them better enjoy their visit
- Abided by food safety requirements while opening and closing the restaurant
- Stayed knowledgeable of current menu options, wine, microbrew craft beer, and daily specials, as well as competitor offerings (Responsible Alcohol Management Program Certified)

Application Support Specialist

May 2018 - Aug 2018

Plummer Slade, Inc

- Assisted clients (primarily lawyers and accountants) with upgrading Sage 50 accounting and payroll software suites on desktops and office servers (COMPTIA A+ Exam, Sage 50)

Web Assistant

Aug 2016 - May 2018

Career Education & Development Office

- Worked with sensitive information to produce and perfect accessible web content, spreadsheets, documents, and databases for professional office staff, as well as the community

- Collaborated with directors to plan marketing campaigns, organize directories, and develop reports on Excel (Photoshop, Marketing, Mail Chimp, HootSuite, Access Databases, University Clearances, Working with sensitive information and minors)
- Employed the use of design software, social media campaigns and HTML updates on SRU's website to compel students to utilize the services of a successful career education office (HTML, Photoshop, Office Suite)

Marketing Assistant

Jun 2015 - Aug 2016

Telikin Computers

- Developed and edited web content, advertisement mailings, investor updates and social media campaigns

(Self-Taught Photoshop)

- Interviewed, trained and managed two interns to assist with content development (Leadership, Interviewing)
- Worked in QA lab, collaborated with warehouse, sales, technical support, risk, and leadership daily to ensure operations are aligned (Quality Assurance, Risk Management)
- Collaborated with directors and CEO to refine requirements and vision, maintaining consistency across the brand

EDUCATION

Bachelor's

Aug 2016 - May 2018

Slippery Rock University

Associate's

Aug 2013 - May 2016

Bucks County Community College