

Toni H. Johnson

Professional Resume'

SUMMARY OF QUALIFICATIONS

- Thirty-five (35+) Years of **Budget and Internal Controls** experience.
 - Twenty-five (25+) Years of **Project Management** experience.
 - Strong interpersonal skills - worked with and supervised a diverse group of professional staff and customers.
 - Self-motivated - able to set effective priorities to achieve immediate and long-term goals and meet deadlines.
 - Adaptable – able to incorporate new concepts and changing responsibilities.
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P R O F E S S I O N A L E X P E R I E N C E

FIS (Fidelity National Information Services)

December 2009 to Present

Item Processing Implementation and Internal Control Services

Atlanta, Georgia

SENIOR PROJECT MANAGER – Serves as **Principal Client Contact** to implement financial services solutions to address institutional banking, budget management, fraud protection and analysis, item processing, risk compliance, and internal controls. Implement solutions to transform laborious paper-based processes into an integrated enterprise-wide system to automate customer onboarding, risk rating, and regulatory report filing with batch processes for currency transactions. Determine client requirements, estimated work, and staffing requirements, and draft proposals. Work to ensure projects are delivered on time and within budget. Successfully established and managed projects and budgets ranging from \$5K to \$1.75M, effectively guiding and motivating teams of various sizes, from five to forty members.

FIS (Fidelity National Information Services)

January 2000 to December 2009

Professional Services

Atlanta, Georgia

SENIOR PROJECT MANAGER- Principal Client Contact and On-Site Support Team Manager (Project Manager) for Job Management System (JMS). Managed the design and implementation of software defects/enhancements for the Job Management System (JMS) and Job Document System (JDS) products. Determined client requirements, estimated work, and staffing requirements, and drafted proposals. Analyzed, tested, and supported software components of JMS and JDS. Work to ensure projects are delivered on time and within budget. Established project priorities and budgets of \$25K - \$1.5M.

BellSouth Telecommunications

March 1995 to January 2000

Network Project and Solutions

Atlanta, Georgia

SUBJECT MATTER EXPERT- Defined software requirements and established design specifications for the Job Management System (JMS) product. Analyzed, tested, and supported software components of JMS as a part of the Outside Plant Engineering and Design System (OPEDS). Provided technical support and training to over 4,500 end users.

BellSouth Telecommunications

Orlando, Florida

June 1991 to March 1995

DATABASE ANALYST/DRAFTING SUPERVISOR - Analyzed, managed, and supported software, hardware, and network components of the Automated Mapping/Facilities Management (AM/FM) System. Provided technical support and training to 1000+ end users. Supervised twenty employees operating a Computer-Aided Drafting system, producing various engineering

work packages, adjusting priorities, and making decisions to ensure customer requirements were met.

October 1989 to October 1991

OUTSIDE PLANT SPECIALIST(OSP) - Designed all outside plant facilities, both specific and routine authorities, in an assigned geographic area. Developed the detailed design for all feeder facility relief and distribution facilities to meet service requirements. Established and managed budgets of \$25K - \$900K.

DRAFTING SUPERVISOR.

December 1988 to October 1989

OSP SPECIALIST.

August 1987 to December 1988

Osceola Middle School

August 1984 to August 1987

Ocala, Florida

MIDDLE SCHOOL MATHEMATICS TEACHER- Prepared instructional materials, supervised classrooms, and taught/evaluated students. Conferred with parents and teaching staff. Advised students regarding academic and vocational interests. Served as sponsor for extra-curricular activities for school majorettes.

Southern Bell Telephone Company

December 1982 to April 1984

Aiken, South Carolina

DRAFTING SUPERVISOR- Supervised the manual preparation of complete and accurate construction drawings and related job orders, project, and estimate activities.

Southern Bell Telephone Company

March 1981 to December 1982

Boca Raton, Florida

OSP SPECIALIST

Forest High School

February 1980 to January 1982

Ocala, Florida

SECONDARY EDUCATION TEACHER- Instructed the 9th – 12th-grade levels in Accounting, Business Mathematics, and Pre-Algebra. Aided in the selection of textbooks and learning aids. Served as sponsor for the extra-curricular activities for the school's 9th-grade cheerleaders.

EDUCATION

George Washington University

Atlanta, Georgia

Project Management - Master Certificate

Bethune-Cookman College

Daytona Beach, Florida

BS Mathematics

AWARDS / HONORS / DISTINCTIONS

- Southern Region – Outstanding Alumnae of the Year, 2019
- Southern Region – Cherished Pearl - Alumnae of the Year, 2011
- Stone Mountain-Lithonia Alumnae Chapter – Pinnacle Award, 2004
- BellSouth Telecommunications
 - Leadership Award - 1998
 - Beyond the Call Award - 1994
 - Department Head Award - 1993,1994,1996-1999

Other Affiliations

- **National Pan-Hellenic Council Foundation Inc. (Non-Profit)**
 - Treasurer, 2022–Present
 - Chair, Board Finance Committee, 2022–Present
 - Maintain cumulative budget, Provide monthly budget updates with narrative.
 - Provide the final budget for the final report with a narrative.
- **Black Greek Letter Consortium (Non-Profit), All of Us Research Program (Partnership with National Institute of Health), All of Us Research Program (Partnership with National Institute of Health)–The All of Us program is committed to advancing health care by conducting innovative research and developing a comprehensive, diverse database. This database aims to reflect the varied backgrounds and health experiences of individuals across the nation. By gathering a wide range of health information, All of Us seeks to empower researchers and healthcare professionals conducting thousands of studies, ultimately leading to improved treatments and personalized care for a multitude of health conditions. Through its focus on inclusivity and diversity, All of Us strives to ensure that everyone's health needs are considered and addressed.**
 - Program Accountant, 2018–2024
 - Process and distribute all invoices
 - Maintain cumulative budget, Provide monthly budget updates with narrative.
 - Provide the final budget for the final report with a narrative.
- **Austin Tyler Foundation (Non-Profit), Domestic Violence Awareness**
 - Volunteer 2018–Present
 - Member Fundraising Committee, 2018–Present
 - Raised over \$4500, Instructor Line Dancing Events
- **National Pan-Hellenic Council, Inc. (Non-Profit)**
 - National Treasurer, 2013–2021
 - Chair, Board Finance Committee, 2013–2021
 - Maintain cumulative budget, Provide monthly budget updates with narrative.
 - Provide the final budget for the final report with a narrative.
 - NPHC National Leadership Conference, 2023, 2021, 2019, 2017, 2015, 2013