

# Michael A. Gupta, PMP

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Margaret Cumpton  
IT Director  
Allstate Insurance Company  
1804 Vernon St NW  
Washington, DC 2009

Dear Ms. Cumpton:

Determination, adaptability and innovative thinking coupled with an ingrained sense of 'can do' are the key attributes that have contributed to my success during nearly 20 years of increasingly responsible IT Project Management positions. Through a well-balanced combination of technical 'know-how', interpersonal skills, and strong team leadership I offer your company the demonstrated ability to manage an IT team through complex undertakings expeditiously and cost effectively. Project highlights include:

- **Ensured 24/7 contingency site readiness for high-impact, time-sensitive trading environment.**
  - Utilized diagnostic tools, analysis, and vendor specifications to troubleshoot complex computer application problems and maintain service levels.
  - Integrated Business Continuity Planning (BCP), quality, security, and compliance requirements for supported areas and assessed risk to changed environments.
  - Coordinated dual site operations and application testing in concert with IT best practices.
- **Coordinated application integration and deployment of new Operating System, increasing user productivity and performance more than 45%.**
  - Deployed to more than 500 Trading Floor users with no interruption to daily business.
  - Managed application data collection, image building, and desktop deployment.
  - Renegotiated vendor contracts to stay within project budget.

I function best as a 'hands-on' manager who enjoys and is experienced in motivating team members to excel. My capabilities include a beneficial combination of strong leadership, technical savvy, and an ability to adapt to business cultures, methodologies, and values.

I sincerely appreciate your time and consideration. I encourage you to review my attached resume to get a better sense of my qualifications; however, it is in a personal interview that I can best convey all that I can offer. I would appreciate the opportunity to meet with you in person, and am available at your convenience.

Best Regards,

Michael A. Gupta, PMP

*Enclosure*