Adam Ungstad B. Comm, PMP

Education

Bachelor of Commerce Degree
Management Information Systems
University of Alberta, Canada (2003)

Masters Certificate
Project Management
University of Victoria, Canada 2007

Professional Experience

Independent Consultant   **2014**
World Meteorological Organization (WMO) – www.wmo.int

Information Architecture – Content Strategy – Content Editing

- ✓ Standardized taxonomy used for web content across WMO programme areas
- ✓ Recommended strategic approaches to web content management
- ✓ Reviewed and analyzed existing web content, identified gaps and duplications
- ✓ Improved readability and understandability of in-page content
- ✓ Enabled a smooth transition of critical content to a new responsive-ready interface

Independent Consultant   **2013 - 2014**
FIFA – www.fifa.com

Enterprise Information Architecture – Taxonomy & Classification

- ✓ Created an enterprise taxonomy for all official documents produced by FIFA
- ✓ Made a large collection of archived documents findable, usable and understandable
- ✓ Gave strategic recommendations on enterprise content management
- ✓ Developed a set of facets used to classify documents across the organization
- ✓ Facilitated interactive workshops, stakeholder interviews, and content inventories
- ✓ Utilized card-sorting and tree-testing to verify proposed recommendations
- ✓ Aligned with international standards including Dublin Core and ISAD (G)
- ✓ Documented findings in a 70 page report with more than 20 illustrations
- ✓ Gained insight on operations of international governance organizations
- ✓ Reached consensus across the large organization on many complex issues

Senior Information Architect   2011 - 2012

Office of the Chief Information Officer (OCIO), Province of BC – www.cio.gov.bc.ca

Standards Development – Business Analysis – Stakeholder Relations

- ✓ Led development of enterprise data standards for Identity Information
- ✓ Created data models for structured information exchanges
- ✓ Analyzed current industry standard metadata schemas and best practices
- ✓ Advised senior management on sensitive issues in a timely manner
- ✓ Collaborated with diverse stakeholders across government to gain consensus
- ✓ Used an issues management register to track and communicate decision points
- ✓ Developed solid understanding of Enterprise Information Architecture
- ✓ Produced easy to understand documentation for a complex subject

Business Analyst, Information Architecture   2009 - 2011

Province of British Columbia – www.gov.bc.ca

User Experience Design – Business Analysis – Project Management

- ✓ Led project teams of 8-10 individuals on high profile web projects
- ✓ Researched and documented business requirements for new systems
- ✓ Created information architectures, wireframes and prototypes
- ✓ Developed operational frameworks for new social media services
- ✓ Conducted formal usability testing and produced findability reports
- ✓ Designed interfaces for innovative SharePoint 2010 projects
- ✓ Acted as a single point of contact for multiple clients
- ✓ Led a team of developers tasked with testing new CMS software

Independent Author & Publisher   2011 - 2015

Secret Lakes of Southern Vancouver Island – www.secretlakes.ca

Research – Writing – Project Management – Marketing

- ✓ Researched, wrote, published and marketed a 152 page guidebook
- ✓ Managed all aspects of the project under a very tight timeline
- ✓ Sourced subcontractors and managed the quality of their work
- ✓ Used a variety of channels and media to promote the book
- ✓ Sold over 2000 copies of the book in the first 2 years

Adam Ungstad B. Comm, PMP

Program Consultant   **2007 - 2008**

Province of British Columbia – www.gov.bc.ca

Enterprise Reporting – Database Development – Project Management

- ✓ Built a project reporting system with MS Access, VB Script and SQL
- ✓ Developed data models for performance measurement
- ✓ Combined existing data feeds from Oracle, created a user interface to collect new data
- ✓ Designed exceptional reports for staff and executive dashboards for management
- ✓ Played a key role in establishing a new Project Management Office

Other Work Experience

Technical Reviewer
O'Reilly Media (2013)

UX Consultant
HURIDOCS (2013)

UX Consultant
nForm User Experience (2005)

Help Desk Analyst
Telus Mobility   (2004-05)

Business Analyst / Web Developer
City of Prince Albert   (2003)

Web Publisher
Western Economic Diversification (2000-02)

Public Speaking

World Information Architecture Day
Zurich, Switzerland, 2015

Information Architecture Summit
Minneapolis, USA, 2015

Information Architecture Summit
Baltimore, USA, 2013

Euro IA
Edinburgh, Scotland, 2013

Information Architecture Summit
New Orleans, USA, 2012

UX Romandie
Geneva, Switzerland, 2013

References supplied upon request.