

**CITY OF PEMBROKE PINES**  
**ADVISORY BOARD AND COMMITTEE APPLICATION FORM**

*Please return the signed and completed application form and a recent resume\* to: City of Pembroke Pines, City Clerk's Office, 601 City Center Way, Pembroke Pines, Florida 33025.*

**\*NOTE: YOUR RESUME MUST ACCOMPANY THIS APPLICATION IN ORDER FOR THE APPLICATION TO BE CONSIDERED.**

**Please type or use dark ink to complete this form.**

Applicant Name Shachi Sharma

Race\* Asian National Origin\* India

Occupation Project Manager

Street Address 2280 Poinsetta Ct, Pembroke Pines, FL 33026

Subdivision \_\_\_\_\_

Home Telephone 3058511299 Business Telephone \_\_\_\_\_

E-mail Address shachisharma@live.com

Length of Residence in Pembroke Pines (if applicable)	<u>5</u> Years	<u>11</u> Months
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Length of Time as Business Person in Pembroke Pines (if applicable)	<u>5</u> Years	<u>11</u> Months
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Are you a registered voter? No Commission District No. \_\_\_\_\_ Precinct No. \_\_\_\_\_

Do you have a criminal record? No If yes, please explain. \_\_\_\_\_

Have you ever been convicted of a felony? No If yes, please explain. \_\_\_\_\_

Do you have any criminal charges pending? No If yes, please explain. \_\_\_\_\_

Do you have any relatives employed by the City? No If yes, please state name(s): \_\_\_\_\_

Are you aware of any potential conflict of interest that may arise from your serving on this/these board(s)? No If yes, please explain. \_\_\_\_\_



\_\_\_\_\_  
\_\_\_\_\_  
Does your business, or your employer have any contractual relationship with, or do any business with the City? No If yes, please explain.  
\_\_\_\_\_  
\_\_\_\_\_

Do you have monies owed to the City that are delinquent? No If yes, please explain.  
\_\_\_\_\_  
\_\_\_\_\_

Do you have any pending code violations relating to property owned by you in the City? No  
If yes, please explain. \_\_\_\_\_  
\_\_\_\_\_

Do you have any violations relating to other City codes? No If yes, please list: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*The responses to these items is optional. The City is interested in providing for cultural diversity on its Advisory Boards and Committees, and seeks this information solely in order for the City to further its goal to provide for diversity on its Advisory Boards and Committees.

**Which board or committees are of interest to you? Please indicate up to three preferences by ranking. Please denote your first choice with a "1," etc. Please place a number adjacent to any board or committee for which you wish to be considered. If you do not place a number next to a board or committee, the City Commission will not be able to consider you for that board or committee.**

\_\_\_\_\_ Arts & Culture Advisory Board

\_\_\_\_\_ Affordable Housing<sup>1</sup>

3 \_\_\_\_\_ Board of Adjustment

1 \_\_\_\_\_ Charter High School Advisory Board<sup>2</sup>

\_\_\_\_\_ Economic Development Board

\_\_\_\_\_ Education Advisory Board

\_\_\_\_\_ Environmental Advisory Board

\_\_\_\_\_ Citizens Committee/Hurricane Prep  
(Ad Hoc)

\_\_\_\_\_ Planning & Zoning Board

\_\_\_\_\_ Police and Fire Pension Fund Board

\_\_\_\_\_ Diversity and Heritage Advisory Board

\_\_\_\_\_ Social Media Committee (Ad Hoc)

2 \_\_\_\_\_ Charter Review Board

\_\_\_\_\_ **Public Art Committee (PAC) New**

\_\_\_\_\_ **Budget Committee (A. Castillo)**

\_\_\_\_\_ Charter Review Board<sup>3</sup>

\_\_\_\_\_ Citizen's Budget Advisory Board



<sup>1</sup>You must complete the "Supplement to Application for Affordable Housing Committee."

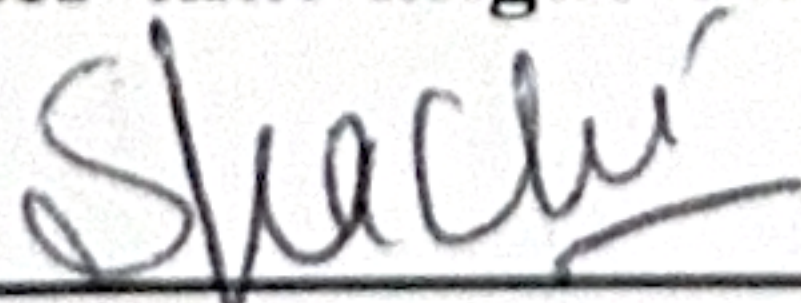
<sup>2</sup>Representative of Educational or Business sector of the Community

<sup>3</sup>This Board is convened once every five years.

**Please provide a brief statement outlining why you wish to serve on the board(s) you have indicated above.**

I am eager to serve on the High School, Middle School, and Youth Boards to contribute my professional expertise and passion for empowering the next generation. With extensive experience in project management, workflow optimization, and stakeholder collaboration, I bring strong organizational skills, problem-solving abilities, and a commitment to building inclusive, supportive environments. My goal is to foster initiatives that inspire students, encourage leadership, and promote academic, social, and emotional growth. I believe my background in mentoring, community engagement, and process improvement will add value to these boards and help create meaningful opportunities for our youth.

I hereby certify that all statements made in this application are true and complete. Permission is granted to the City of Pembroke Pines to investigate and verify criminal and credit history and any information provided on this and successive documents completed for purposes of my appointment to the City Board or Committee. In return for consideration of my application, I release any person who provides information pertaining to me from all claims or liabilities that might otherwise result from such information or opinions.

  
Applicant's Signature

08/27/2025  
Date

Applications for board and committee vacancies are accepted throughout the year. For additional information, please call the City Clerk's Office at (954) 450-1050.

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## SHACHI SHARMA

### Project Management Professional (PMI)

Certified SAFe 6 Product Owner/Product Manager  
Work Authorization – Green Card (Legal Permanent Resident)  
shachisharma@live.com -- 305-851-1299



## PROFILE

As an experienced **Project Manager and Product Strategist**, I bring a strong track record of delivering impactful solutions across data analytics, regulatory compliance, and business intelligence. With a diverse background spanning healthcare, technology, and enterprise systems, I have led cross-functional teams through complex projects that drive operational efficiency, enhance compliance, and improve business outcomes.

I specialize in translating strategic goals into actionable project plans, ensuring alignment between business and technical stakeholders. My strength lies in bridging the gap between data and decision-making—crafting product roadmaps, optimizing workflows, and turning insights into measurable results. Whether managing client implementations or internal initiatives, I prioritize transparency, collaboration, and precision in execution.

With a deep commitment to continuous improvement and stakeholder success, I focus on delivering scalable solutions that not only meet business needs but also create long-term value. My approach integrates **agile principles, data-driven decision-making, and a passion for purposeful innovation**, enabling teams and organizations to operate at their highest potential.

## EXPERIENCE

Project Manager - DWSD, BuzzClan, Dallas, TX — Dec - 2024 – Present

### Project Management & Leadership

- Led multiple high-impact implementation projects for Detroit Water and Sewerage Department (DWSD), ensuring timely and successful deployment of enterprise applications, including enQuesta, CityWorks, and Itron Analytics.
- Managed cross-functional teams of consultants, analysts, and developers, effectively allocating resources and driving collaboration between technical and business stakeholders to align project objectives with DWSD's operational goals.
- Designed and implemented project roadmaps and work plans, balancing resource allocation, timeline management, and budget constraints while maintaining an agile and adaptable approach.

### Process Optimization & System Implementation

- Optimized the Meter-to-Bill workflow by streamlining data validation, work order processes, and collections strategies, reducing inefficiencies and improving customer service response times.
- Implemented and monitored system capability improvements, ensuring operational effectiveness for applications like CSPortal, DivDat, BrightPattern, and Oracle Cloud Integrations (OIC) while maintaining compliance with regulatory standards.
- Spearheaded user acceptance testing (UAT) and training programs for newly deployed systems, enhancing end-user adoption and reducing system downtime post-implementation.

### Risk Management & Stakeholder Communication

- Developed and presented executive-level project status reports, providing data-driven insights on key performance indicators (KPIs), risk assessments, and mitigation plans to senior leadership and city officials.
- Resolved project roadblocks and operational inefficiencies by collaborating with internal teams, external vendors, and DWSD stakeholders, ensuring seamless integration of new technologies and reducing incident resolution times.

### Compliance, Governance & Performance Metrics

- Ensured adherence to regulatory compliance requirements and industry best practices in all implementation efforts, safeguarding system security and operational continuity.
- Drove measurable improvements in operational efficiency, including a 30% reduction in work order processing times and a 20% increase in system reliability, by refining business processes and integrating automated workflows.



#### Project Manager, Navvis HealthCare, St. Louis, MO — Nov 2022 – Oct 2024

- Led end-to-end project management for integrating clinical and claims data, enhancing the completeness and usability of patient healthcare records across the continuum of care.
- Directed patient matching, attribution modeling, and risk stratification initiatives, aligning technical execution with strategic healthcare goals.
- Oversaw contract validation and managed data conversion processes, ensuring seamless integration and an improved user experience across platforms.
- Defined and managed the product roadmap, aligning deliverables with organizational priorities through continuous engagement with internal stakeholders and external clients.
- Collaborated with Agile development teams to translate business needs into actionable epics, features, and user stories, ensuring clarity in backlog prioritization and acceptance criteria.
- Drove business intelligence efforts by establishing KPIs and data-driven objectives, enabling informed decision-making and enhanced product value.
- Acted as a key liaison between business and technical teams, ensuring shared understanding and accountability for delivering high-impact product features and capabilities.
- Managed stakeholder communications, representing the project team in client meetings and product reviews to align outcomes with user expectations.
- Conducted market and user research to inform product positioning, guide roadmap decisions, and improve long-term project value.
- Promoted Agile best practices, fostered cross-functional collaboration, and introduced emerging technologies and industry trends to improve team performance and project delivery.

#### Product Owner, Navvis HealthCare, St. Louis, MO — Jan 2022 – Oct 2022

- Defined and prioritized product backlog for data integration and analytics platforms, aligning roadmap features with client goals and compliance requirements.
- Partnered with stakeholders to gather business and technical requirements, translating them into actionable user stories and epics for engineering teams.
- Oversaw implementation of attribution rules and hierarchical structures used in value-based care models, improving patient stratification and targeting.
- Managed end-to-end data pipeline from raw data ingestion to Coreo UI (Lightbeam), ensuring smooth integration of EMR, ADT, and claims data sources.
- Collaborated with development and QA teams to validate eligibility, claims, and clinical data processes, ensuring system performance and data accuracy.
- Conducted product demos, sprint reviews, and backlog grooming sessions to ensure delivery was aligned with business needs and healthcare compliance standards.
- Championed the integration of pharmacy and lab data standards (e.g., LOINC, RxNorm) to improve UI functionality and interoperability across partner systems.
- Supported go-live coordination for multi-client implementations, ensuring timely delivery, issue resolution, and client satisfaction.

#### Quality Assurance Engineer, Navvis HealthCare, St. Louis, Missouri — Sept 2021 – Dec 2021

- Achieved seamless application configuration and maintenance, ensuring uninterrupted operations and HIPAA compliance.
- Conducted regression & functional testing for COREO Analytics, reducing defects and improving release stability.
- Validated patient eligibility and claims data mappings, aligning output with industry standards (ICD-10, CPT, NDC).
- Executed comprehensive data processing and file validations for ADT, EMR, Medical Claims, Pharmacy Claims, Attribution, and Eligibility workflows.
- Maintained and executed HEDIS, NCQA, and *Medicare Star Rating* measure validations across client configurations.
- Ensured accurate data formatting and transformation, verifying consistency in raw input files through staging, CCLF, and final UI rendering.
- Collaborated with analysts and data teams to resolve discrepancies and ensure alignment with client specifications and value-based care metrics.



- Documented test plans, managed install sheets, and participated in QA reviews to continuously enhance testing coverage and process documentation.

#### Project Manager – Green Building & Sustainability Specialist, TruDesign Architects, Hyderabad, India — April 2019 – July 2021

Accomplished Project Manager and Green Building Specialist with extensive expertise in sustainable design, project management, and innovative architectural solutions. Demonstrated excellence in leading high-impact projects like the MEIL Office, merging advanced engineering elements with modern architectural principles. Known for delivering projects that harmonize sustainability, functionality, and aesthetic appeal while achieving client satisfaction and adhering to environmental compliance.

##### Leadership in Sustainable Design & Continuous Improvement

- Directed the MEIL Office project, emphasizing technology-driven design with a focus on environmental sustainability.
- Integrated rustic, minimalistic design elements with vibrant, dynamic workspaces that reflect the brand's engineering identity.
- Championed continuous improvement initiatives by incorporating innovative materials and energy-efficient practices, resulting in enhanced environmental compliance and operational efficiency.
- Successfully managed end-to-end project lifecycle, ensuring timely delivery, budget adherence, and alignment with client objectives.
- Effectively coordinated cross-functional teams, including designers, engineers, and stakeholders, to ensure seamless project execution.
- Established and maintained open communication channels for risk mitigation, resource allocation, and stakeholder engagement.
- Delivered a modern workspace featuring alternate block-patterned walls, false ceiling ambient lighting, and dynamic spatial layouts, creating a vibrant and efficient work environment.
- Produced detailed plans, working drawings, and layouts tailored to optimize space utilization and enhance visual appeal.
- Leveraged design expertise to balance engineering precision with innovative aesthetics, contributing to the project's unique identity.
- Maintained compliance with LEED standards and green building certifications, cementing expertise in sustainable architecture.

#### Project Manager – LEED Specialist, TruDesign Architects, Hyderabad, India — April - 2011 – March - 2019

Accomplished Project Manager and LEED Architect Specialist with a proven track record in sustainable design, project management, and green building initiatives. Recognized for excellence in sustainable architecture, including receiving the prestigious LEED award for Green Building (Office), showcasing my dedication to environmentally responsible and resource-efficient practices. Played a key role in the successful design and development of 27 Row Houses for Reliance Constructions in Hyderabad, delivering a high-quality residential project that exemplifies the perfect blend of functionality and aesthetics.

##### Sustainable Design Leadership:

- Spearheaded the design and execution of projects adhering to LEED standards, ensuring sustainability and environmental compliance.
- Integrated green building principles into residential, commercial, and office projects to optimize energy efficiency and resource utilization.

##### Project Management Excellence:

- Managed projects from conception to completion, ensuring adherence to budgets, timelines, and quality standards.
- Collaborated effectively with cross-functional teams, stakeholders, and clients to align architectural objectives with sustainability and project goals.
- Skilled in resource allocation, risk management, and maintaining open communication to deliver seamless project execution.

##### Architectural Design and Detailing:

- Developed comprehensive working drawings, detailed plans, and layouts for large- and small-scale projects, enhancing functionality and visual appeal.
- Designed residential buildings, commercial complexes, and office interiors that harmonize aesthetic appeal with practicality.



## EDUCATION

Florida International University — Miami, FL --- M.S. Engineering Management/Enterprise  
USGBC — LEED AP (BD +C)  
U.P. Technical University, Noida, India — B.Arch./Interior Designing

## SKILLS

SQL, POWER BI, Smartsheet, JIRA, Workflow Modelling, AGILE, Coreo, MS Office Suite, ETL (Extract, Transform, Load) Processes, SQL Server, Dashboard Development.

## PROFESSIONAL CERTIFICATIONS

Project Management Professional – May 2025  
Certified SAFe 6 Product Owner/Product Manager  
PEGA Academy — PEGA CSA  
Light Beam Coreo Professional (LCB Certificate)  
Value-Based Care Population Health (Certificate)

## AWARDS

Superior Enterprise Operations Awards, SAP Student Recognition Award, Indian Classical Dance Diploma.