**Kaori Icho , PMP**

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PROJECT MANAGER: Specializing in Enterprise IT Implementations  
  
Excel in liaising between business and technical areas to achieve on-time, on-budget and on-spec project completions. Able to merge customer and user needs with business requirements, budgetary restrictions and logistical considerations to meet project deliverables.

**Education & Credentials**

PROJECT MANAGEMENT INSTITUTE  
Project Management Professional (PMP), 2009

University of Tokyo — Tokyo, Japan  
Bachelor of Science in Computer Information Systems, 2007

* Honors: J. Walters Academic Scholarship, Dean’s List (2003 to 2005)

**Professional Experience**

AutoDesk – Tokyo, Japan  
*Provide project lifecycle leadership over all phases of enterprisewide IT implementations within a multistate, 6,500-user organization.*

Project Manager, Technology Implementation Group, 2009 to Present  
Assistant Project Manager, 2008 to 2009

* Promoted to project manager role to plan, schedule and execute all stages of enterprise software, hardware and system implementations. Assessed business implications for each project phase and monitored progress to meet deadlines, standards and cost targets.
* Drove impressive improvements across the business as a result of IT implementations. Equipped ABC with solutions that accelerated the bidding process on architectural projects by 45%, shortened the sales cycle by 50%, increased cash collections by 35% and saved $1.2M annually.
* Resolved numerous project issues including staffing shortages, tactical matters, scope creep and divergent business and user needs.

L’Oreal — Tokyo, Japan  
Network Administrator, 2007 to 2008

* Developed strong technical foundation as a network administrator within a 2,500-user, mixed-platform environment.
* Optimized network uptime to 99.9%, led a major network upgrade, and improved systems security and reliability.