

Jacky Smith



Project Manager

Address	143 Main Ave, Orlando, FL, 32804, United States	Phone	890-555-0401
Email	email@example.com	Date / Place of birth	05/10/1983 / Orlando, FL
Nationality	USA	Driving license	Full

01 PROFILE

Analytical and proactive Project Manager with 20+ years of experience managing infrastructure and software development projects, with budgets ranging from \$10k to \$1.5M.

02 EMPLOYMENT HISTORY

03/2007 – Present

IT Project Manager at Scholastic Corporation

New York, New York

Scholastic is an American multinational publishing, education and media company known for publishing, selling, and distributing books and educational materials for schools, teachers, parents, and children. As an IT Project Manager, my core activities include:

- Collaborating with internal and external stakeholders to gather project requirements
- Working with the Project Management Office to determine the project's human capital needs
- Estimating project budgets and writing all necessary documentation for approval
- Overall project governance, including ensuring compliance to industry and government regulations

01/2002 – 01/2007

Project Manager at Viacom

New York, New York

Viacom is an American multinational media conglomerate with interests primarily in cinema and cable television. As an Project Manager, my core activities included:

- Spearheading software development projects, with a primary emphasis on Agile development
- Tracking project timelines, deliverables, and budgets
- Assessing project risks and proactively resolving issues
- Facilitating morning stand-up meetings with the project scrum team

10/1998 – 01/2002

Jr Project Manager at NBA

New York, New York

The National Basketball Association is a men's professional basketball league in North America. As a Jr Project Manager, I assisted the project management team with a wide range of software development and infrastructure projects.

03 EDUCATION