



# DANIEL GALLEGO

## IT PROJECT MANAGER

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### CONTACT ME AT

- 123 Anywhere Street,  
Any City
- @reallygreatsite
- hello@reallygreatsite.com
- +123-456-7890
- reallygreatsite.com

### WORK EXPERIENCE

#### Senior Project Manager

**Ginyard International Co.**  
**June 2016 to present**

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#### Project Manager

**Giggling Platypus Co.**  
**September 2011 to June 2016**

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### EDUCATION

**Awesome University**  
**Master in Management**  
Attended from September 2012 to  
September 2013

**Awesome University**  
**Bachelor in Management**  
Attended from September 2008  
to June 2012

### AWARDS RECEIVED

- 2016 - Most Outstanding Employee of the Year
- 2017 - Most Outstanding Employee of the Year
- 2017 - Management Competition Award

### PROFESSIONAL SKILLS

#### Hard Skills

Project Control, Documentation Development,  
Scheduling, Planning, Process Management

#### Soft Skills

Organization, Teamwork, Prioritization, Coaching,  
Creativity, Communication, Diplomacy