

# AIDEN KELLY

## PMO Director

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📍 Adamsfurt, Belize



## SUMMARY

Highly skilled and DV cleared PMO Director with extensive experience in establishing and managing Project Management Offices (PMO). Proven track record in developing and implementing project management methodologies, optimizing project management processes, and ensuring effective governance. Exceptional leadership and communication skills with the ability to collaborate with stakeholders at all levels. Expertise in project planning, risk management, and budget management. PMP and Prince2 certified. Fluent in English and French. Proud of successful implementation of Agile methodology and development of a leadership development program. Committed to delivering exceptional results and contributing to the success of the organization.

## EXPERIENCE

### PMO Director

#### ABC Consulting

📅 2022 - Ongoing 📍 London

Establish and maintain the Project Management Office (PMO) function within the organization. Develop and implement project management methodologies, processes, and tools.

- Defined and implemented project management methodologies resulting in improved project delivery efficiency.
- Established project governance frameworks, including project charters, scope management plans, and risk management frameworks.
- Supported project managers in developing project plans, schedules, and budgets, resulting in successful project outcomes.

### Senior Project Manager

#### XYZ Solutions

📅 2017 - 2022 📍 Gloucester

Managed multiple projects simultaneously and ensured adherence to project management best practices and quality standards.

- Monitored project progress, identified risks and issues, and implemented appropriate mitigation strategies resulting in on-time and within budget project delivery.
- Prepared regular project status reports and provided updates to stakeholders.
- Conducted project audits and evaluations to identify areas for improvement and implemented corrective actions.

## MY LIFE PHILOSOPHY

The best way to predict the future is to create it.

## STRENGTHS

### 🔗 Effective Communication

Proven ability to communicate complex ideas clearly resulting in improved collaboration and project success.

### ★ Strategic Thinking

Strong strategic thinking skills to identify project opportunities, risks, and optimal solutions resulting in successful project outcomes.

## SKILLS

Project Management

Risk Management

Stakeholder Management

Budget Management

Project Governance

Project Planning

Communication

Problem-solving