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|  |  | | 234 5th Ave,  Madison, WI 12131 | 707-555-0177  itai@example.com |  |
| Itai Gerbi | | | Looking to obtain a challenging project management position in a dynamic and innovative organization where I can apply my skills and experience to drive success. | | |
| Curriculum Vitae | | |  | | |
| Skills & abilities Strong leadership and team-building skills. Exceptional organizational and project management skills. Excellent communication and interpersonal skills. Proficient in project management software. |  |  | EducationGlennwood University Aug 20XX – May 20XX Bachelor of Science in Project Management Graduated with Honors (GPA: 3.7)  Relevant coursework includes Project Management Fundamentals, Agile Project Management, Risk Management, and Leadership in Project Management | | |
| Communication Excellent written and verbal communication skills. Proven ability to communicate complex ideas and concepts to diverse audiences. Skilled in conflict resolution and negotiation. Leadership Managed project teams of up to 10 members. Mentored junior project team members. Served as Vice President of the Project Management Club at my university. |  |  | ExperienceProject manager – ValArsdel, Ltd. May 20XX – present Led cross-functional teams to successfully deliver multiple projects on-time and within budget. Project coordinator – Wide world Importers Sept 20XX – May 20XX Monitored project progress and identified potential roadblocks, proactively communicating with project teams to keep projects on track. Intern coordinator – ValArsdel, Ltd. Apr 20XX – Sept 20XX Assisted in cross-functional teams to successfully deliver multiple projects on-time and within budget. | | |