FREDERICK PAXTON

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Austin, TX
LinkedIn

PMP certified project manager with 5+ years of experience owning all stages of the lifecycle to deliver projects that exceed expectations on time and on budget. Seeking greater responsibility as senior project manager for Motiv, where my experience will drive client-facing projects.

WORK EXPERIENCE

Chase
Project Manager
Austin, TX | December 2017 - current
- Delivered a $2M B2B software product for enterprises to get real-time credit monitoring alerts
- Worked with C-level suite to create vision and goals for project, and represented customers to ensure quick product adoption
- Collaborated with a team of 2 project managers to work cross-functionally with software and marketing teams to align marketing messaging with the project scope
- Met 100% of deadlines and project goals, **earning a promotion** upon completing a $1.2M project

Feedzai
Assistant Project Manager
Austin, TX | January 2013 - December 2017
- Led the development of Feedzai's content prediction engine, which grew to $1.5M in annual revenue
- Analyzed project scope with competitive analysis and customer interviews and feature requests
- Set and **met 93% of goal deadlines**, allocated budget, and worked across software, marketing, and executive teams to ensure teams were properly resourced
- Communicated progress and roadblocks to stakeholders, including executive management, and made recommendations to remove roadblocks leading to on-time and on-budget delivery of project

Appen
Administrative Assistant
Austin, TX | April 2012 - January 2013
- Managed communication across departments to schedule and plan bi-weekly company all-hands meetings to ensure the team was bought into projects and the overall company mission
- Interacted with 75+ high-value clients, and fostered relationships through a deep knowledge of the Appen product and client needs
- Updated client files in CRM, boosting department organization by 7%
- Scheduled appointments and demos, updating calendars to **reduce instances of overbooking by 96%**

SKILLS

Project Management Professional Certification (PMP); Project management software (Jira, Trello); Software development life cycle (SDLC); Documentation; Data analysis; Microsoft Office (Excel, Project, PowerPoint); Agile (Scrum) methodologies; Problem-solving

EDUCATION

B.S.
Business Administration
University of Texas
2008 - 2012
Austin, TX