Charles Vanchieri | Caringbah NSW, Australia 2229

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Culture-driven Project Manager with over 10 years of experience leading cross-functional teams and delivering successful projects across diverse industries. Known for strong leadership, promoting collaboration, and fostering a positive team culture. Experienced in leading remote teams in multiple time zones, leveraging Agile methodologies to deliver projects on time and within budget.

Technical Skills

· Microsoft Project · Google Workspace · Asana · Jira · Slack
· Zoom · Trello · Notion · Smartsheet · Monday · Basecamp
· Agile · Waterfall · Kanban · Cost-benefit · Procurement
· Risk Management · Budgeting · SaaS · Salesforce · Zendesk
· GitHub · Figma · Python · SQL · Blockchain · Generative AI

Personal Attributes

· Goal Setting · Strategic Thinking · Business Development
· Collaboration · Time Management · Networking
· Communication · Flexibility · Integrity · Problem-solving
· Stakeholder Management · Empathy · Adaptability
· Mentoring · Active Listening · Delegation · Reliability

Work Experience

Zunkz, Web3 Blockchain Member Rewards Program | Team Leader & Project Manager | *Remote | Nov 2021 - Current*
- Lead a remote team of 9, overseeing networking, marketing, strategy, analysis, support, and development.
- Oversee the project's financials, including treasury, budgets, payrolls, ensuring optimal resource allocation.
- Successfully strategized and delivered 5 new product releases on time and within budget, increasing engagement by 25%.
- Orchestrated the launch of a new interactive website and rewards program, increasing member satisfaction.
- Implemented multiple customer support channels, improving member inquiry response times by 50%.
- Strategized and implemented online social campaigns, increasing the projects public interest and engagement prior to specific product releases.

HealthEgo, Health & Fitness Social Platform | Founder & Project Manager | *Remote | Mar 2016 - Dec 2022*
- Spearheaded the creation, development, and release of a health & fitness social media app.
- Managed multiple teams of outsourced developers through multiple product releases.
- Overcame multiple challenges stemming from unreliable development groups.
- Ensured that development milestones and releases were met on time and within budget.
- Successfully launched iOS and Android apps.

Health Coach, Private Executive Health Coaching | Health Coach | *Palo Alto, CA | Mar 2016 - Nov 2021*
- Developed individualized health & wellness plans for high level VC executives and their families.
- Organized, managed, tracked the client's progress using daily check ins, scheduled surveys, and weekly in person sessions.
- Practiced information security and data privacy with the use of NDAs and data classification methods.

GreatLyfe, Marketplace for Wellness Services | Technical Project Manager | *San Jose, CA | Sep 2015 - Mar 2016*
- Led and managed a remote web development team of 3, successfully delivering 2 major product releases on time and within budget.
- Implemented Agile methodologies to improve team efficiency and reduced project costs through optimized resource allocation.
- Developed, organized, and maintained detailed project plans, ensuring on-time and on-budget delivery of key milestones.
- Personally sourced the initial angel investment of $150,000 through pitching local investment firms, demonstrating strong business development skills.

Equinox, Health & Fitness Club | Personal Training Department Manager | *Palo Alto, CA | Dec 2012 - Sep 2015*
- Managed a department of 3 managers to oversee the schedules, training, and performance of 45 personal trainers.
- Successfully implemented new training programs that increased employee satisfaction and improved client retention rates.
- Managed multiple concurrent projects to optimize department operations, resulting in a 15% reduction in operating costs.
- Conducted weekly team meetings to set goals, review performance, and provide coaching and support.
- Developed and implemented a new hiring process that reduced time-to-hire by 30%.
- Provided regular project status reports and department analysis to corporate management.

Education

Project Management Professional Certificate | Google | *Online | Aug 2024 - Oct 2024*
- Project Management foundations, initiation, planning, execution, agile & waterfall methodologies, real world applications.

Data Science & Computer Engineering | Bloom Institute of Technology | *Online | Jul 2019 - Feb 2021*
- Data analysis, engineering, modeling, machine learning, computer science, Python.

BS Environmental Science | University of Redlands | *Redlands, CA | Sep 2003 - May 2007*
- Bachelor of Science in Environmental Science with a focus in Sustainable Architecture.