

# Robert Smith

## Business Project Manager

Phone (123) 456 78 99

Email: [info@qwikresume.com](mailto:info@qwikresume.com)

Website : [www.qwikresume.com](http://www.qwikresume.com)

LinkedIn: [linkedin.com/qwikresume](https://www.linkedin.com/qwikresume)

Address: 1737 Marshville Road, Alabama

### SUMMARY

Highly-motivated, results driven program manager with over 16 years of diverse, global project delivery experience in the financial services, enterprise systems, and consulting industries. Seeking to be a key contributor where experience and knowledge will add value and contribute to the overall success of the organization, leading to opportunities for advancement, increased responsibilities, and challenging assignments.

### SKILLS

Project Management, Business Analysis, Accounting.

### WORK EXPERIENCE

#### Business Project Manager

ABC Corporation - 2008 - 2013

- Managed large, complex releases consisting of multiple projects and cross-functional teams on time and budget with a focus on improving the client experience.
- Led weekly stakeholder status forums.
- Led an initiative to streamline the program implementation command center to remediate pain points.
- Developed a single, consolidated incident-tracking tool shared across the functional teams and implemented roles and responsibilities to achieve process effectiveness and efficiency.
- The improvements alleviated resource constraints, assisted with a global staffing model, and allowed for resource reallocations.
- Managed a cross impacts program; delegated projects and supervised an experienced project manager.
- Addressed funding and capacity constraints.

#### Business Project Manager

Delta Corporation - 2009 - 2014

- Provided project management and central application expertise for a project.
- Responsible for the implementation of a centralized and consolidated circulation system.
- Implemented a financial reconciliation solution mid-project.
- Joined the Newsday team to assist with the implementation of a Circulation system.
- Led business stakeholders in prioritization of defects and change requests for scheduling into releases.
- Created cost model to align internal operations with business requirements that achieve 98% customer service satisfaction by more accurate and speedy
- This is Dummy Description data, Replace with job description relevant to your current role.

### EDUCATION

Bachelor of Business Administration in Accountancy and Computer Applications - (University of Notre Dame - Notre Dame, IN)