

Robert Smith

Sr. Project Controller

PERSONAL STATEMENT

Experience in developing, coordinating, and executing activities with multiple organizations and individuals. Have developed managerial skills including hiring and training of personnel.

WORK EXPERIENCE

Sr. Project Controller

Crescent Communities, LLC - 2005 - 2019

Responsibilities:

- Monitor and control costs and schedules associated with Enterprise Content Management projects.
- Analyzing and controlling project investments Present monthly analysis on project costs.
- Work directly with appropriate personnel to understand project concept, objectives, and approach.
- Create and maintain project schedules by developing project plans and specifications, estimating time requirements.
- Providing timely reporting of issues that impact project progress, coordinating actions, and resolving conflicts.
- Generate reports and accesses historical data, such as performance experience, for use in maintaining a realistic basis for future planning and forecasting.
- Provide support teams locally as well as in certain other regions, including team members located internationally.

Project Controller

ABC Corporation - 2000 - 2005

Responsibilities:

- Elaborated the cash flow forecast of the CAPEX projects portfolio.
- Developed WBS and performed project cost control for a portfolio estimated at \$34M.
- Applied EVM according to the PMO procedures in order to integrate cost and schedule performance.
- Reported the cash flow and financial status of vendors and contractors by using SAP.
- Developed, monitored and controlled the schedules of projects.
- Identified critical path for projects.
- Managed information integration from engineers, subcontractors, owner and stakeholders to create a master schedule.

Education

MBA in Business Administration - (Colorado Technical University - Colorado Springs, CO)

CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
info@qwikresume.com
www.qwikresume.com

SKILLS

Microsoft Office,
Photoshop, In Design,
Microsoft Works.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference - 1 (Company Name)
Reference - 2 (Company Name)