

## Jose E. Matteo, MBA, MSEE, PMP, CSM

Miami / Fort Lauderdale, FL | Seeking Leadership Opportunities Local and Nation Wide | US Citizen

786-978-0090 | [j.e.matteo.chevalier@gmail.com](mailto:j.e.matteo.chevalier@gmail.com)

**LinkedIn:** [linkedin.com/in/josematteo](https://www.linkedin.com/in/josematteo) | **GitHub Portfolio:** [josematteochevalier.github.io/technical-portfolio](https://josematteochevalier.github.io/technical-portfolio)

---

### PROFESSIONAL SUMMARY

Dynamic Engineering project manager with 12+ years executing multimillion dollar projects in medical device, electromechanical, and software development from inception to market. Proven leader in Agile/Waterfall PM (FDA, ISO 13485/14971) compliance and cross-functional team integration (hardware/software/firmware). Delivered 500\$K-6\$M projects on time and under budget boosting team throughput up to 30%. Bilingual (English/Spanish) with expertise uniting executives, stakeholders, and tech teams. Seeking leadership positions in Miami/ Ft. Lauderdale or via relocation. **Actively integrating AI-assisted workflows and Python development to modernize PM processes and enhance data-driven decision-making.**

---

### CORE COMPETENCIES

#### *Leadership Expertise*

- Agile/Scrum, Waterfall Project Management
- Cross-Functional Team Leadership (HW/SW/FW/UI)
- Financial and Resource Strategy (\$500K–\$6M)

#### *Technical Expertise:*

- Full Product Lifecycle Management (PLM, SDLC)
- Systems Engineering & Requirements Management
- Risk & CAPA Leadership

#### *Technical Innovation:*

- Developing AI-enhanced risk engine frameworks using Python (Pandas, Scikit-learn, Plotly)
- Building interactive project dashboards with integrated risk visualization and Gantt timeline mapping
- Implementing modern development practices: GitHub workflows, automated documentation, API-driven integrations

#### *Regulatory & Compliance:*

- FDA/ISO Regulatory Compliance (ISO 13485, 14971, IEC-60601, 62304)
- 

### CERTIFICATIONS

- **Project Management Professional (PMP) – PMI | Cert. #3842655 | Obtained: 05/2024 | Active through 2027**
  - **Certified ScrumMaster (CSM) – Scrum Alliance | Cert. #001734499 | Obtained: 03/2025 | Active through 2027**
- 

### PROFESSIONAL EXPERIENCE

Q'Straint Project Manager (Contract)

October 2024 – March 2025 | Fort Lauderdale, FL

- Directed 4 concurrent Agile-driven projects enhancing vehicle safety and accessibility, managing \$2.8M combined budget with full compliance to SAE J2249, FMVSS, and ADA standards
- Led cross-functional teams (engineering, QA, manufacturing, regulatory) streamlining project delivery and reducing time to market by 20% through optimized sprint planning and AI-enhanced technical documentation
- Managed project scope and stakeholder expectations across 3 product lines ensuring compliance with safety regulations and achieving 100% regulatory approval rate

---

### **Jenoptik Inc. – Senior Project Manager**

*October 2023 – September 2024 | Miami, FL*

- Directed large-scale deployment of traffic safety enforcement systems across 8 countries in North and Latin America managing multiple projects integrating hardware and software via Agile/SCRUM
- Led a team of 7 (SW + HW engineers) through Agile sprint cycles and backlog grooming increasing throughput by 30% in Azure DevOPS environment
- Optimized backlog refinement and sprint estimation boosting team throughput by 40%
- Managed end-to-end SDLC collaborating with executive leadership refining the release process for seamless deployment

---

### **Anton Paar Quantatec Inc. – Senior Project Manager / System Architect**

*November 2021 – August 2023 | Boynton Beach, FL*

- Led cross-functional teams (R&D, QA, RA, manufacturing) to develop precision lab instrumentation (benchtop solid density analyzer, gas pycnometer) achieving consistent OTD
- Delivered two diagnostic instruments from concept to market, managing \$6M project budgets and ensuring consistent on-budget performance
- Orchestrated systems architecture and requirements management for hardware, embedded firmware, and software UI reducing development conflicts by 20%
- Launched WBS development and risk mitigation workshops streamlining cross functional coordination and cutting project delays by 25%
- Instruments achieved **93% customer satisfaction rating** and contributed to **\$4.2M revenue** in first year post-launch

---

### **Beckman Coulter Diagnostics (Danaher)**

#### **Senior Systems Engineer**

*December 2017 – October 2021 | Miami, FL*

- Led 10+ regulated Phase Gate projects focused on CAPA, product reliability, and sustaining engineering
- Applied Lean Six Sigma to reduce system failure rates by 15% across global IVD instrument lines
- Ensured cross-functional design integration (electrical, mechanical, firmware, software) for complex diagnostic systems
- Acted as SME and lead systems engineer for urinalysis platforms, guiding end-to-end lifecycle improvements

## Senior Engineer – Urinalysis

*November 2013 – November 2017*

- Created and executed field reliability analytics using Power BI, R, and Excel tracking 2,800+ instruments globally—resulting in a 20% reduction in service costs
- Led lifecycle management, field strategy development, and post-market surveillance for IVD instrumentation
- Interfaced with service teams globally to improve hardware/software design feedback loops

---

## EDUCATION

### Master of Business Administration (MBA)

Florida Atlantic University – 2021

### M.S. in Electrical Engineering

Florida International University – 2015

### B.S. in Biomedical Engineering

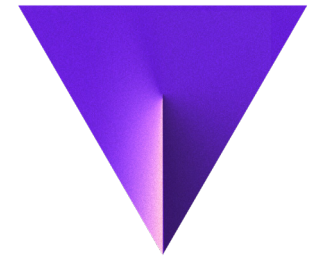
Minor: Physics

Florida International University – 2010

---

## ADDITIONAL SKILLS & LANGUAGES

- **Languages:** Bilingual in English and Spanish, professional fluency
- **Tools:** Azure DevOPS, MS Project, JIRA, Asana, Smartsheet, ClickUp, Confluence, Excel, **Python (Pandas, Plotly, Scikit-learn), Git/GitHub**
- **Methodologies:** Expertise in Agile, Waterfall, Lean & Six Sigma Methodologies
- **Technical Strengths:** Diagnostic system development in regulated development (IVD, FDA, ISO), Cross-domain integration expertise (firmware, hardware, software, UI). **Leveraging AI tools for requirements analysis, risk documentation, and automated reporting workflows.**



THIS IS TO CERTIFY THAT

**Jose E. Matteo**

HAS BEEN FORMALLY EVALUATED FOR DEMONSTRATED EXPERIENCE, KNOWLEDGE AND PERFORMANCE IN  
ACHIEVING AN ORGANIZATIONAL OBJECTIVE THROUGH DEFINING AND OVERSEEING PROJECTS AND  
RESOURCES AND IS HEREBY BESTOWED THE GLOBAL PROFESSIONAL CERTIFICATION

**Project Management Professional (PMP)<sup>®</sup>**

IN TESTIMONY WHEREOF, WE HAVE SUBSCRIBED OUR SIGNATURES UNDER THE SEAL OF THE INSTITUTE

A handwritten signature in black ink, reading 'Ike Nwankwo'.

Ike Nwankwo, PMP | Chair, Board of Directors



A handwritten signature in black ink, reading 'Pierre Le Manh'.

Pierre Le Manh | President & CEO

Certification Number: 3842655

Original Grant Date: 18 May 2024

Expiration Date: 18 May 2027

Citizenship: United States





# Jose Matteo

is awarded the designation Certified ScrumMaster® on this day, February 26, 2025, for completing the prescribed requirements for this certification and is hereby entitled to all privileges and benefits offered by SCRUM ALLIANCE®.



Certificant ID: 001734499 Certification Active through: 26 February 2027

A handwritten signature in black ink, appearing to read 'B12 153'.

Certified Scrum Trainer®

*Tristan Boutros*

Chief Executive Officer