

## **Ivy Haddington**

Miami, FL | 771-555-0100 | ihaddington@email.com

### **Summary**

Dedicated Project Manager with over 10 years of experience managing campaigns, leading teams and supporting client success. Seeking to gain greater responsibilities and employ my leadership expertise as a senior Project Manager for Corkboard Tech.

### **Education**

#### **Garden University**

*Bachelor of Arts in business management*

### **Experience**

#### **Paradise Tech, Portland, ME, Project Manager**

##### **March 2017 – Current**

- Manage a \$1 million budget B2B software project for clients to improve customer management
- Implement a monitoring system to reduce project costs
- Work with upper-level management and clients to form project goals and plans
- Establish scope, timeline, schedules and resource allocation for software projects
- Fulfill 100% of deadlines, budgets and goals for different projects

#### **Morris and Stern, Portland, ME, Junior Project Manager**

##### **Jan. 2013 – Feb. 2017**

- Developed over 15 different campaigns with unique resources, teams and forecasts
- Implemented agile training methodologies to increase workflow efficiency
- Collaborated with senior Project Managers, team members and clients to complete projects

#### **Skyline Solutions, Portland, ME, Product Manager**

##### **July 2010 – Jan. 2013**

- Identified customer needs and created product improvement strategies
- Trained and directed a team of five in adhering to requirements and timelines
- Developed and monitored risk management plans to protect assets

### **Certifications**

- Project Management Professional, February 2018
- PMI Professional in Business Analysis, April 2019
- PMI Risk Management Professional, January 2020

### **Skills**

- Project management software including Jira, Hive and GanttPro
- C Agile methodologies including Scrum and Kanban

- Leadership
- MS Office & MS Project
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