
Jane Doe

Tokyo, Japan • +81 12 3456 7891

Senior Project Manager

OBJECTIVE

Motivated Project Manager with 9 years of experience in diverse aspects of project management, product leadership, and business development. Seeking to leverage my expertise in client relations, marketing strategy, and project execution to drive success and achieve goals in a dynamic environment. Adept at navigating complex projects with meticulous attention to detail and a proven record of delivering quality, profitable projects on time and within budget.

SKILLS

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|----------------------|------------------------|-----------------------------|
| • Project Management | • Event Planning | • Effective Communication |
| • Product Leadership | • Marketing Activities | • Written/Spoken English |
| • Clients Relations | • Risk Management | • Profit Strategy Execution |
| • Time Management | • Public Speaking | |
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EXPERIENCE

Sakura International, Inc., Tokyo, Japan Jun 2017 – Present
Subsection Manager – Business Development and Marketing

- Applied expertise in Japanese gaming trends to enhance game production.
- Strengthened client and supplier relations, ensuring project quality and profitability.
- Formulated and executed a long-term profit strategy for the European league, achieving significant growth.
- Led cross-functional teams to surpass project delivery expectations, enhancing customer satisfaction.
- Increased project efficiency through innovative management techniques, reducing time-to-market.

BigWood LLC (PhosAgro OJSC), Kirovsk, Russia Jul 2012 – Mar 2016
Ski Resort Brand Manager,

- Boosted the resort's global web presence by 40% with aggressive marketing.
 - Developed and executed annual marketing plans, aligning with strategic business objectives.
 - Enhanced local operations through innovative marketing approaches, significantly increasing brand awareness.
 - Negotiated new contracts with stakeholders, saving up to \$20,000 for the annual budget.
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EDUCATION

Graduate Certificate – Japanese Language and Culture, Japan 2017, Ryukoku University

Master of Arts (MA) – English Language / Literature, Russia 2012, Petrozavodsk State University

Bachelor of Arts (BA) – English Language / Literature, Russia 2010, Petrozavodsk State University

TRAINING / CERTIFICATION

Foundations of Digital Marketing (Google) August 2020

MEDIC First Aid BasicPlus (G2010) October 2020

TECHNICAL SKILLS

- JIRA
- Google Analytics
- PowerPoint
- Microsoft Office 365
- Adobe Photoshop
- Unreal Engine 4
- Image Production
- Websites
- POS / Videos
- Email Marketing
- OS/iOS
- Keynote / iWork / Pages
- Word
- Excel
- PowerPoint

LANGUAGES

- Russian (Native Speaker)
- English (C1)
- Japanese (C1)