



# TEAM (GBOV) JJCR

# CONTRACT

This contract is made on November 19, 2024, by the members of “Resume Builder” to define responsibilities and ensure successful project completion.

## Team Members

The following individuals are members of the team:

- Taishali N. Jimenez Quinones
- Coral Schmidt Montilla
- Jaime Cuebas Ruiz
- Christopher Ortiz Arzuaga
- Christian Brito del Valle

## Project Overview

### Project Title

Resume Builder

### Project Description

The Resume Builder application will help users create a personalized resume in an intuitive manner by guiding them through a simple process and offering customizable templates that can be downloaded as a PDF.

Handwritten signatures and the text 'JJCR (GBDV)' in black ink.

## Communication

### Meetings

- Regular meetings will be held weekly on Tuesdays at 7 pm via Teams.
- Additional meetings may be scheduled as needed.

### Communication Channels

- Primary communication will occur via WhatsApp and Microsoft Teams.

## Decision Making

### Consensus

- Decisions will be made by consensus. If consensus cannot be reached, the decision will be made by majority vote.

### Conflict Resolution

- Any conflicts will be addressed openly and promptly.
- If conflicts cannot be resolved internally, a third-party mediator will be contacted.

## Performance and Accountability

### Task Completion & Accountability

- Members are expected to complete tasks on time to the best of their ability, they will hold each other accountable for their contributions. If expectations are not met, steps will be taken to address the issue.

## Code of Conduct

### Professional Behavior

- All members will treat each other with respect and professionalism.

- Maintain a professional attitude in all communications.
- Any form of harassment or discrimination will not be tolerated.

## Collaboration

- Members will actively participate in discussions and collaborate to achieve project goals.

## Amendments

### Amendment Process


- Any amendment to this contract must be agreed upon by all Team members to ensure fairness and transparency. The proposed changes should be submitted in writing to the Team Leader who will then distribute them to all members for review.

### Documentation


- Once an agreement is reached, the amendment will be documented in writing and signed by all team members. The amended contract will be included in the project records.

**By signing below**, each member acknowledges that they have read, understood, and agree to abide by the terms of this team contract.

Taishali Jimenez

  
Date: November 19, 2024


Coral Schmidt

  
Date: November 19, 2024

Jaime Cuebas

  
Date: November 19, 2024

Christopher Ortiz

  
Date: November 19, 2024

Christian Brito

  
Date: November 19, 2024

