

Freelance IT Project Manager Freelance IT Project Manager Freelance IT Project Manager - Scrum Master Glendale, CA Work Experience Freelance IT Project Manager Scrum Master - Glendale, CA September 2013 to Present - Manage project timeline, scope, resources and ensure projects implementation are meeting expectations across the business. - Control process-flow of the projects. - Implement various analysis to improve processes and increase team efficiency. - Plan, execute, monitor and track multiple projects under strict deadlines. - Wireframing and prototyping. - Estimate project scope and budget. - Participate in company's procedure changes. - Gather and develop business and technical requirements. - Work with internal development team to execute against requirements. - Ensure projects are launched according to published schedules. - Keep business owners up-to-date on project status and potential issues. - Support development teams in executing on technical product requirements. - Strong written and oral communication skills. - Strong attention to detail, follow-through, and organizational skills. - High analytics, logical and good problem-solving skills. Remote IT Project Manager Scrum Master - New York, NY December 2013 to June 2015 - Worked with functional and technical teams to deliver MVP. - Managed all product related technical questions with clients and internally. - Demonstrated strong project management skills to oversee multiple projects with a focus on product quality and deadlines. - Proven ability to work and lead multi-functional teams. - Worked with in-house designers and development teams. - Created wireframes and prototypes. - Developed project specification documentation. - Managed internal and external stakeholders Project Manager Scrum Master - Yerevan June 2012 to December 2013 BigBek ?Yerevan, Armenia - Participated in every phase of the project development lifecycle. - Managed all aspects of core project development including business objectives, technical direction, quality assurance, status reports to stakeholders. - Led and organized meetings between project stakeholders, IT resources and 3rd party vendors. - Applied and shared best practices of Agile (Scrum and Kanban) methodologies and waterfall framework. - Performed in-depth QA testing, including DB testing, web-service testing, and front-end functional testing. - Coached QA and PMs. - Solved conflicts. QA | Project Coordinator BigBek - Yerevan September 2011 to June 2012 Yerevan, Armenia - Set bug tracking tool (Basecamp). -

Implemented best practices for quality assurance for web and mobile projects. - Adopted a detail-oriented approach to complete UAT. - Tested the implementation code on PC, Mobile devices and Tablets. - Reported and managed bugs in bug tracking tool. - Assisted the development team in activities such as load testing, stress testing (By JMeter) and functional testing (By Selenium). - Created manual and automated test scenarios. Education American University of Armenia ?Yerevan - Yerevan

Name: Sandra Brown

Email: johnsonsarah@example.com

Phone: 001-801-294-1731x124