

# Ana Marcela Núñez

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## IT Project Manager

*Project Management | Strategic Planning | Business Process Design*

### PROFILE

Customer focused Project Management Professional with a unique blend of technical and business savvy. Over 3 years working experience in IT project and product management managing complex IT modernization and system integration projects. Energized by meeting the challenges of working alongside start-ups and young companies.

### HIGHLIGHTS OF QUALIFICATIONS

- ◆ Experienced in managing complex projects and global teams—mitigated risks, managed requirements and project stakeholders while managing expectations at the department and project levels.
- ◆ Strong written and oral communication skills across all levels of stakeholders including internal and external C suite executives, project team members, clients and vendors.
- ◆ Proficient in Custom software development, Database Design, System Migration/Integration and Systems Engineering.
- ◆ Expertise in Agile Software development with a focus in SCRUM, facilitating Sprints and maintaining Project Backlog.
- ◆ Excellent negotiation skills and sound knowledge of project procurement and contracting.
- ◆ Fluent in English and Spanish.
- ◆ Bachelor of Science in Computer Science.

### CORE PROFESSIONAL STRENGTHS

Business Analysis	Project Management	Budget/Cost Management
Process Re-engineering	Schedule Management	Stakeholder Engagement
Reporting & Documentation	System Development	Business Analysis
Coding and Programming	Resource Planning	Requirement Gathering/Analysis
Risk/Issues Management	Change Management	Interpersonal Skills

### KEY ACCOMPLISHMENTS

- ◆ Successfully executed the planning, development and deployment of Compass Project - an internal career calibration tool - which increased Return on Investment by 410.18%.
- ◆ Led offshore teams of 35+ software developers from India, Bahamas, U.S.A, Canada & Honduras on a variety of simultaneous projects for Sandals, Beaches and Grand Pineapple resorts.
- ◆ Managed a cross-functional team of over 10 resources in the development and implementation of the Booking System Project for Sandals Resort which grew UX by 50% and increased revenue.
- ◆ Designed, developed and implemented FGC Project for the [British American Tobacco](#) which reduced theft and waste by 30% in manufacturing volumes of cigarettes.

### PROFESSIONAL EXPERIENCE

#### Engineering/ Project Manager

Apr 2016 – Mar 2018

PartnerHero

Product Manager of [Sidekick](#), a peer reviewing tool that brings revenue to PartnerHero. Project Manager for all the projects developed by the engineering team for internal and external clients.

- ◆ Managed technical documentation, project planning, quality assurance, hiring, staffing and scheduling of resources.

- ◆ Analyzed the skillset needed for the projects and selected team members based on their area of expertise.
- ◆ Selected, assembled, and managed a remote engineering team of 11 developers on 8 simultaneous projects.
- ◆ Provided demos and feedback sessions, conducted user experience (UX) research that resulted in changing workflows or adding new features to fulfill the needs of the end users.
- ◆ Owned the overall system design, UI, and architecture of all the products developed by the team.
- ◆ Met with stakeholders to curate lists of requirements based on their objectives and prioritize new features to implement.
- ◆ Analyzed existing applications, identified and documented new functionality to automate manual processes.

**Project Manager**

Oct 2015 – Apr 2016

San Services

- ◆ Launched [SSG](#) with new infrastructure and re-vamped security in 4 months within project time, scope and budget. SSG represents a large number of stakeholders and a broad client base with over 50,000 users.
- ◆ Prepared, implemented and managed Project Plans, QA Plans and Development/QA schedules.
- ◆ Managed resource and equipment requirements for multiple projects, oversaw all reports and documentation.
- ◆ Ensured quality processes, tools, and practices were implemented to meet objectives.
- ◆ Analyzed project progress and ensured effectively meeting deadlines.

**Quality Analyst/ IT Manager**

Jan 2015 – Apr 2016

PartnerHero

- ◆ Tested, planned, and executed end-to-end pre-deployment regression testing for websites and mobile platforms.
- ◆ Wrote production validation test cases for the new software team and performed functional, regression, deployment, and integration testing.
- ◆ Collaborated with product managers and development team to identify and resolve issues, coordinate system requirements, and create project timelines.
- ◆ Proactively and effectively managed day-to-day IT support requests and resolution workflow for technical operations issues.
- ◆ Troubleshoot network systems and recommended improvements to infrastructure.
- ◆ Created the basis for the testing plan that became the company standard.
- ◆ Implemented a disaster recovery plan to ensure business continuity by analyzing all the potential risks, such as natural disasters, theft, and political instability.

**Software Developer**

Sep 2013 – Jan 2015

Grupo Leitz

- ◆ Designed, developed and implemented FGC, which has a significant corporate scope because it protects the [British American Tobacco](#) from theft and waste of over 30% of their manufacturing volumes of cigarettes.
- ◆ Wrote code to specification to build two public-facing web-based applications for a variety of clients.
- ◆ Developed application prototypes and participated in client meetings.
- ◆ Worked with a team of IT professionals to develop proprietary, secure, and web-accessible database.

**EDUCATION****Bachelor of Science in Computer Science**

2015

Universidad Tecnológica Centroamericana*Equivalent to a Bachelor's in Computer Science, as determined by World Education Services, Toronto, ON*