

Project Manager

Name: Maria Gonzalez

Country: Spain

Contact: +34 (600) 987-654 | maria.gonzalez@email.es | Barcelona, Spain

Summary:

I'm a super energetic and results-focused Project Manager with 5 years of experience leading complex IT projects, especially in mobile app development from start to finish. I'm PMP Certified and really good at using Agile methods like Scrum and Kanban to make sure projects are delivered on time, on budget, and with top-notch quality. My strengths are in planning strategically, executing meticulously, and proactively handling risks, all while building strong relationships with everyone involved and leading awesome cross-functional teams.

Education:

Master of Business Administration (MBA) in Project Management, ESADE Business School (2018)

I focused on strategic project leadership, financial management, and advanced project methodologies.

Experience:

- **Project Manager, Innovate Digital S.L. (2020-Present)**
 - I successfully led over 3 complex mobile app development projects for both iOS and Android, consistently delivering them on schedule and within budget (usually within a 10% variance).
 - I expertly facilitated all key Scrum ceremonies, including Sprint Planning, Daily Scrums, Sprint Reviews, and Retrospectives, which significantly boosted team collaboration and sprint velocity.
 - I made the most of advanced project management tools like Jira and Confluence for comprehensive planning, resource allocation, task tracking, and documentation, ensuring total transparency and smooth workflows.

- I proactively identified, analyzed, and mitigated project risks, leading to a noticeable 15% reduction in potential project delays and ensuring a smoother execution.
- I skillfully managed a diverse group of stakeholders, including clients, development teams, UX/UI designers, and QA specialists, ensuring clear communication and shared goals throughout the project.
- I put in place strong quality assurance protocols, which significantly reduced post-launch defects and made users much happier.
- **Junior Project Manager, Tech Solutions Spain (2018-2020)**
 - I provided essential support to Senior Project Managers in planning, tracking, and coordinating multiple cross-functional development teams.
 - I helped develop detailed project plans, timelines, and resource allocation strategies.
 - I contributed to preparing project reports, status updates, and presentations for both internal and external stakeholders.
 - I gained foundational experience in agile methodologies and actively participated in various project phases from beginning to end.

Key Skills:

- **Project Methodologies:** Agile (Scrum Master, Kanban), Waterfall, Hybrid Methodologies, PMP Certified (Project Management Professional)
- **Project Management Tools:** Jira (Advanced User), Confluence, Asana, Microsoft Project, Trello, Slack
- **Risk Management:** Risk Identification, Assessment, Mitigation Strategies, Contingency Planning
- **Stakeholder Management:** Communication Strategy, Expectation Management, Conflict Resolution, Client Relations
- **Budgeting & Financial Control:** Cost Estimation, Budget Tracking, Variance Analysis, Resource Optimization
- **Team Leadership:** Cross-functional Team Leadership, Mentoring, Performance Management, Conflict Resolution
- **Mobile App Development Lifecycle:** Requirement Gathering, Design (UX/UI collaboration), Development, Testing, Deployment, Post-launch Support
- **Technical Acumen:** Understanding of iOS and Android ecosystems, familiarity with mobile technologies, API integrations
- **Soft Skills:** Exceptional Communication (Verbal & Written), Negotiation, Problem-Solving, Critical Thinking, Adaptability, Leadership, Time Management