



# DIANA PEREZ RUIZ



Monterrey, Mexico



+52 8110776246



dianaperezruiz091@gmail.com

## ABOUT ME

I enjoy turning complex problems into opportunities and strategic solutions that add value to the industry and society. When I'm not working, you will surely find me reading, training dogs or drinking coffee.

## TECHNICAL SKILLS



## PERSONAL SKILLS

Planning and Organizing  
Adaptability  
Analytical Problem Solving  
Continuous Learning  
Flexibility  
Cooperative Teamwork

## LANGUAGES



## EXPERIENCE

2021- To date

### INVENCO BY GVR

Project Admin  
Process evaluation. Develop and implementing solutions. Process documentation. Process Modeling. Process Automation in Smartsheet. SQL Queries. Report creation in Power BI.

2018-2021

### BASE22

Project Manager.  
Project Management AMS. Planning. Agile. Estimations and quotes. Negotiations with clients. Budget management. Risk mitigation. Resource management. Task management.

2017-2020

### FABCAFE MONTERREY

Co-Founder/Partner.  
General management. Client advisor. Project management. Business plan. Operations Manager. Vector designer. Barista.

Summer 2016

### FABCAFE TOKYO

Intern.  
Global communications with FabCafe global teams. Project Documentation. Event planning and design exhibits. Barista.

## EDUCATION

2022- 2024

### MBA – Business and Data Analytics

University of Rioja International School

2024- To date

### GOOGLE DATA ANALYTICS CERTIFICATION

Coursera

2018

### FULL STACK WEB DEVELOPMENT BOOTCAMP

Monterrey Institute of Technology  
Monterrey Campus

2010-2015

### INDUSTRIAL DESIGN

Monterrey Institute of Technology  
Monterrey Campus