

Felicity

FOSTER-CARTY

PROJECT MANAGER



Paris region, France



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<http://157.230.21.29/portfolio.html>

CERTIFICATIONS

Humanitarian Logistics Certification

(Fritz Institute, UK CILT)

2020

Certification PIX –

(Ministère de l'Éducation Nationale et Jeunesse)

2019

LANGUAGES

English – C2 (native speaker)

French – C1

EDUCATION

Licence Computer Science

Université Paris 8

In progress (in french)

MA International Affairs

The American University of Paris

2014-2016

MPH Occupational H&S Management

Tulane University

2014-2016

BS Occupational Health Science

Purdue University

2002-2008

BIOGRAPHY

Throughout my previous career in heavy industry, I have been the process owner/project manager at large and small-scale projects (corporate-wide software implementation and user testing, process changes, and international program harmonization, for example). As part of my career reorientation, I am engaged in completing a french degree in computer science.

EXPERIENCE

Freelance web and app designer, project manager

Self-employed, Paris, France, 2018 – present

Freelance web and app developer for several clients :

- Professional websites for clients, created concept, presentation, and navigation
- Minimal viable product design, workflow, and project management.
- Client expectations management and interpretation

Health and Safety compliance (Freelance Consultant)

Self-employed, France-UK, 2015-present

Independent compliance auditor and program developer, helping local resources to respond to American expectations.

- Management of complex projects,
- Cultural interpreter,
- Coaching subject matter experts,
- Continuous improvement plans

Alcoa

EHS Manager, USA, 2010-2013

Process owner, creating and managing all health, safety and environmental compliance activities, programs, and improvement projects for a given location.

Liaison with unions, company management, federal and state authorities.

- Development and implementation of EHS improvement projects, including process and equipment lifecycles (TPS)
- Identification, creation, and collection of performance metrics for project milestones
- Worked with international sites (South Korea, Germany)

Early professional activities

Early in my professional life, I was in customer service in fast-paced operations. Having good time and money management, as well as an excellent customer-facing personality, has given me led to increasing responsibility in all my roles.

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PROJECT MANAGER

COMPETANCIES

Project Management

- Specific course work on PMBOK
- Familiar with a variety of PM systems :
 - TPS
 - Human Performance
 - Agile/Scrum

Work Management & version control

- Jira
- Sphera
- GANTT
- Git (Hub, Lab, Kraken)
- Confluence

Program Suites

- Microsoft Office (XP to 365)
- LibreOffice
- GoogleDrive

Programming Languages

- C/C++
- Python
- HTML/CSS/js
- Clisp
- Prolog

Design

- Inkscape
- GIMP/Photoshop
- Blender

Statistical Packages

- R
- Tableau

CMS

- Moodle
- Drupal
- Blackboard
- Wordpress
- Raiser's Edge

VOLUNTEERING WORK

One Young World

- Ambassador (2012-present)

École de Guerre de France

- Participant in the annual CAX (2015-present)

Auroville, India

- Photographer in the Botanical Garden (2014-15)

The American University of Paris

- Research assistant for the Center for Critical Democracy Studies (2016)
- Graduate Student Council President (2015)
- Student Services Communication Strategy and Website Content Coordination Assistant (2015)
- Alumni Communications Assistant (2015)