KALKI PALANISAMY

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PROFESSIONAL SUMMARY

Project management professional with 5 years of experience supporting and leading initiatives across technology, logistics, and operations. Currently pursuing an MBA in Information Systems at Seattle University and working toward PMP certification. Experienced in Agile delivery, risk planning, and cross-functional coordination, with a strong track record of building systems that improve visibility, efficiency, and decision-making. Seeking a project or program management role in a technology-driven organization where structured execution and adaptability are equally valued.

EDUCATION

Professional MBA (Information Systems) | Seattle University   **March 2026**
Seattle, WA   GPA: 3.98 / 4

- Dean's List 2024 & 25
- **Relevant Coursework:** Agile Project Management, Project Management and Control, Technology Integration for Project Leaders, Management of Change, Strategic Risk Assessment, Negotiation Skills
- Selected for a competitive **Tech Bootcamp** focused on SDLCs, Agile/Scrum frameworks, and cross-functional collaboration
- Authored articles to SeattleU Business School's publication on project management trends and hybrid methodologies

Bachelor of Business Administration (Finance) | Christ University   **May 2018**
Bangalore, India   GPA: 3.47 / 4

- **Relevant Coursework:** Financial Management, Managerial Economics, Business Analytics, Strategic Management, Organizational Behavior, Risk Management and Operations Management
- **Dissertation:** Project Selection and Portfolio Prioritization using NPV, IRR, and Payback Period

EXPERIENCE

Client Account Manager – Ramp-Up Seattle | Seattle University   **December 2023 - Present**

- Directed end-to-end website development projects for small businesses, managing scope, timelines, and stakeholder expectations.
- Partnered with business owners to define service requirements and content strategy, translating needs into executable project plans.
- Ensured branding, usability, and outreach objectives were met through risk management and quality control practices.
- Delivered scalable digital platforms that increased client customer engagement by an average of 30%.

Project Manager | On Track Bike Rentals   **April 2020 - August 2023**

- Led cross-functional initiatives across rental logistics, fleet financing, and digital platforms, aligning app features, field operations, and service delivery to improve operational efficiency.
- Partnered with product and engineering teams to optimize booking and tracking workflows, reducing customer friction and enabling real-time operational visibility.
- Implemented a digital asset tracking system that reduced vehicle misallocation and generated **$200K+ in annual cost savings.**
- Designed and deployed internal reporting dashboards to monitor loan repayments, rental revenue, and fleet utilization, improving financial transparency and leadership decision-making.
- Developed and operationalized a risk assessment framework for fleet and financing operations, reducing service disruptions and supporting consistent loan approvals.
- Introduced preventive maintenance planning and process improvements that reduced vehicle downtime by 30% and improved customer satisfaction.

Project Controller | Mistral Solutions   **May 2018 - April 2020**

- Supported delivery of **8 concurrent technology and embedded systems projects**, managing resource allocation schedules and project performance reporting.
- Built real-time project tracking tools that reduced reporting errors by 40% and enabled earlier identification and escalation of delivery risks.
- Partnered with engineering and finance teams to conduct financial risk assessments and establish contingency reserves.
- Managed budgeting and cost control for IoT and embedded systems initiatives, consistently adhering to approved forecasts.
- Supported governance reviews and milestone tracking across multiple programs.
- Produced executive-ready dashboards & stakeholder updates that improved project transparency and accelerated decision-making.

SKILLS

Project Management: MS Project, JIRA, Asana, Trello, Notion, ERP Systems, MS Office Suite
Methodologies: Agile, Scrum, Risk Mitigation, Contingency Planning, Root Cause Analysis
Data Analysis: Excel (Advanced), Power BI, Tableau
Core Strengths: Stakeholder Communication, Cross-Functional Leadership, Workflow Optimization, Time Management

INTERESTS: Skiing, Rock Climbing and Nature-Inspired Art