

Project Showcase: Smart Meals Initiative – A Comprehensive Project Management Dashboard

This document details the **Smart Meals Initiative**, a project I independently managed from conception to a successful prototype, demonstrating key project management competencies directly applicable to the Project Coordinator role at Integris Consulting Ltd. This initiative involved designing and developing a robust data visualization dashboard to track and analyze critical project parameters, ensuring transparency and informed decision-making.

Project Overview & My Role

The Smart Meals Initiative focused on providing affordable, healthy meals to students, encompassing a budget of **\$50,000**, tracking spending across **subsidies, marketing, and operations**. The project successfully served **over 7,000 meals** through six diverse vendors, aiming to improve student well-being.

My role involved **end-to-end project coordination**, from initial planning and data structuring to development, performance monitoring, and risk assessment. This hands-on experience provided a holistic understanding of project lifecycle management.

Direct Alignment with Project Coordinator Responsibilities

This project directly showcases my ability to fulfill the **Key Responsibilities** and **Qualifications & Competencies** outlined for the Project Coordinator position:

- **Support through All Project Phases:** I managed the project through its entire lifecycle, from **Planning (4 months prior)**, through **Negotiations, Pilot, and Full Launch**, to **Expansion Planning**. This included defining project scope, establishing milestones, and preparing for future growth.
- **Coordination of Multi-disciplinary Efforts:** While a solo project, it simulated the coordination required for diverse teams by integrating complex financial data, performance metrics, and vendor-specific information into a cohesive system. The dashboard design itself required integrating various data points, mimicking the challenge of unifying input from different project stakeholders.
- **Monitoring Project Financial Health:** A core component was the **Financial Health** section, providing real-time tracking of **budget vs. actual spending, cost trends, and budget utilization progress bars**. This demonstrates strong analytical abilities in financial oversight and cost reporting.
- **Project Scheduling & Timeline Visualization:** The dashboard includes a **Timeline Visualization** section, mapping project phases and milestones. This reflects my understanding and application of scheduling principles, vital for project tracking and adherence to deadlines.
- **Documentation & Reporting:** The dashboard serves as a comprehensive "presentation material," capable of preparing and distributing **high-quality, accurate, and timely project status reports** visually. It consolidates complex data into easily digestible formats for various audiences.
- **Strong Computer/Administration Skills:** The project was built from scratch using **React for the frontend, Recharts for advanced charting, and Tailwind CSS for responsive design**. This demonstrates proficiency in essential project management software and modern development tools, analogous to **MS Project, Primavera P6**, and other data management systems.
- **Taking Ownership & Handling Multiple Priorities:** As the sole developer and manager, I took full ownership of all aspects, handling **multiple assignments and priorities concurrently** (data structuring, UI/UX design, chart implementation, performance calculations) to ensure the project's successful delivery.

- **Effective Communication:** The dashboard's professional and intuitive design facilitates clear communication of project status, risks, and performance to stakeholders, underscoring strong communication and presentation abilities.

Project Impact & Outcomes

The Smart Meals Dashboard effectively visualizes key performance indicators, including **65% prevented meal skipping, 81% healthy ratings, and 70% filling**, demonstrating the project's success in achieving its objectives. The emphasis on **90% affordability** highlights a commitment to community impact.

Conclusion

The Smart Meals Initiative is a testament to my capabilities in managing projects holistically, from intricate data handling and financial oversight to delivering professional, client-ready visualizations. My experience with this project aligns seamlessly with the requirements of the Project Coordinator role at Integris Consulting Ltd., where I am eager to apply my skills to support meaningful infrastructure projects in British Columbia.