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July 30th, 2025

Hiring Manager

Alluvionic Inc.

**SUBJECT:** Application for Project Manager - NCSES at Alluvionic Inc.

Dear Hiring Manager,

I am writing to express my strong interest in the Project Manager - NCSES position at Alluvionic Inc., which I discovered on LinkedIn. My extensive background in managing complex projects, particularly in data-intensive and regulated environments, aligns perfectly with the requirements for supporting the National Center for Science and Engineering Statistics.

In my role at Globant, I was tasked with overseeing large-scale projects with strict timelines and multiple dependencies, similar to the challenges faced by NCSES. I led the planning, scheduling, and execution for a portfolio of digital products for clients like Royal Caribbean and Banco de Chile. By implementing hybrid project management methodologies and using tools like Jira and Confluence for progress tracking, I successfully managed project constraints, dependencies, and stakeholder communications for teams of over 100 people. This resulted in the consistent on-time delivery of quarterly roadmaps and a 40% improvement in e-commerce platform performance for one retail client.

The position requires a professional who can coordinate with numerous internal teams and external stakeholders to define scope and ensure timely dissemination of products. I have a history of fostering collaboration across globally distributed teams and contractors. I developed and presented KPI dashboards and status reports to C-level executives, translating complex technical execution into clear business-centric updates. This skill is directly transferable to managing reviews, deliverables, and communications within the NCSES environment.

I am proficient in various project management systems, including MS Project, Jira, and Asana, and as a quick learner, I am confident in my ability to master Smartsheet to effectively manage schedules and tasks as required. My experience with a government client (Colombian Police) has also prepared me for navigating contract regulations and policies.

I am particularly drawn to Alluvionic's values of Professionalism, Integrity, and Organization. The opportunity to apply my project management expertise to a critical public mission with the NCSES, supported by a woman-owned firm dedicated to project excellence, is incredibly motivating. I am eager to contribute to your team and help drive your projects forward.

Sincerely,

Sebastian Ochoa Alvarez