

# STEVE REYNOLDS RAMOS

## Producer & Project Manager

[stevereynoldsramos@gmail.com](mailto:stevereynoldsramos@gmail.com)

[www.linkedin.com/in/stevereynoldsramos](http://www.linkedin.com/in/stevereynoldsramos)

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### EXPERTISE

- Managing scopes, timelines, and documentation for complex product builds.
- Fluent in project methodology and rituals for agile, waterfall, and hybrid workflows.
- Leading meetings, workshops, and project communications, both in-person and remotely.
- Mediating competing priorities and blockers to align teams and stakeholders.
- Connecting brand, design, engineering and content production best practices.
- An eye for exceptional craft and technical innovation.

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### TOOLS

Flexible and agnostic with tools and software, but most familiar with:

Notion	Sheets / Excel
Airtable	Drive / Box
Slack	Linear / Jira
Loom	Github
Figma	VS Code
Miro	Adobe CC

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### EDUCATION

Amherst College, 2016E  
B.A. in Political Science  
Concentration in Radical Politics

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### EXPERIENCE

#### Brooklyn Museum

- Digital Project Manager, September 2022 - Present

As the lead PM in the Museum's Engagement division, key projects and initiatives in my portfolio include the design and build of a new website, the implementation of our first org-wide CRM system, and the rollout of integrated project management tooling and production processes.

#### Stink Studios

- Senior Producer, July 2021 - February 2022
- Producer, July 2022 - June 2021

Served as production lead for integrated brand and digital engagements, managing distributed teams and overseeing project finances, resourcing, and account growth. Selected work included a refreshed homepage for Mailchimp's Courier magazine; design and platform development for Hyundai's corporate arts initiative, Artlab; and a new digital home for the New York Times Advertising division.

#### Area 17

- Producer, October 2019 - June 2020

Focused on strategy-driven product design through long-term client engagements. Implemented new process documentation, templates, and internal wiki for production department. Projects included a new brand and website for public broadcaster KCET; an internal CMS platform for Zappos; and overseeing a full-service retainer for internal New York Times platforms.

#### Stink Studios

- Producer, October 2017 - October 2019

Produced creative and digital projects for clients like Etsy, Nike, Google, and Spotify. Highlights include Everytown's "One Thing" campaign for gun suicide awareness and the website for Sidewalk Toronto's urban development proposal.