

APPLICATION FOR

Project Manager Digitalization

Example Company Inc.



Tristan Germer

Digitalization & Automation | System & Process Control

Date of Birth	19.10.1981
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Working Languages	German (Native), English (Fluent)
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Residence	Petrarcastraße 32, 80933 München
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Professional Experience

Since	Career Transition – Digitalization & System Control
10/2025	Career Reorientation <ul style="list-style-type: none">• Deliberate professional transition phase for deepening expertise and strategic repositioning.• Focus on digitalization, automation, and system control in cross-functional and staff roles.• Transfer of technical automation and control logic to organizational contexts.
03/2025	Senior Software Consultant DMS
09/2025	akdb.digitalfabriX GmbH , Munich · Employee <ul style="list-style-type: none">• Project management for DMS implementation• Requirements analysis & process consulting• Customer training & workshops• System configuration & authorization concepts• Release and update management
10/2022	Consultant for Quality Management, Controlling, and Central Steering Support
12/2024	Bayerische Verwaltungsschule (BVS) , Munich · Employee <ul style="list-style-type: none">• Advancement of central controlling.• Revision of the evaluation system, including the integration of automation and increased efficiency of the feedback process.• Development, didactic preparation, and delivery of training programs (e.g., Confluence, MS Office, evasys).
09/2013	Project Manager and Product Manager
09/2022	Munich University of Applied Sciences (HM) , Munich · Employee <ul style="list-style-type: none">• Management and successful implementation of a DMS (d.velop d3) for digitizing application and administrative processes.• Design and implementation of organization-wide workflows for 14 faculties (>200,000 documents/year), reducing processing time by approx. 30%.• Ensuring compliance through audit-proof archiving and integration of adjacent specialized procedures.• Conception of training programs, user support, and development of KPI dashboards for management and transparency.
03/2008	weku münchen
12/2008	Hebertshausen · Self-employed Salesman
05/2004	Consultant and Seller
06/2008	Vorwerk Deutschland Stiftung & Co. KG , Munich · Self-employed Salesman
05/2003	Trainee Branch Manager / Deputy
06/2004	LIDL Vertriebs GmbH & Co. KG , Munich · Employee

University Education

05/2016	Technical Communication, Master of Science (MSc)	Danube University Krems
04/2018	Thesis: Methods of technical documentation applied in the administration within universities of applied sciences	Krems, Austria
03/2009	Business Administration, Bachelor of Arts (BA)	Munich University of Applied Sciences
08/2013	Major: Project Consulting and Project Management Thesis: BLENDED LEARNING WITH THE APPLE IPAD. Possible applications and simple implementations using the example of presentation training	Munich, Germany

Additional Qualifications

10/2024	iOS Development with SwiftUI and SwiftData ,	UDACITY
12/2024	Nanodegree	Online
08/2024	Professional Scrum Product Owner (PSPO I)	Scrum.org Online
07/2024	Professional Scrum Master (PSM I)	Scrum.org Online
07/2015	Leading Projects	B-SCT
06/2015	Managing Projects	B-SCT

Projects

01/2026	ClearControl.de – Clarity for Smart Home Controls <ul style="list-style-type: none">• Web app for creating professional labels for switches and remote controls of smart home systems.• Independent conception and implementation of a productive web tool to solve a concrete user problem.• Focus on UX, system logic, automation, and a functioning end-to-end solution.
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Skills

OFFICE Word · Excel · PowerPoint · Visio · DMS d.velop d3 · komXwork

PROGRAMMING Swift · JavaScript · TypeScript

DATA ANALYSIS SQL · Excel (Advanced) · MS Power BI

DESIGN Adobe Creative Suite (Photoshop, Illustrator, InDesign) · Affinity Suite (Designer, Photo, Publisher) · Final Cut Pro X · Motion

AI & TOOLS Claude Code · GitHub Copilot · Prompt Engineering

LANGUAGES German (Native) · English (Fluent)

INTERESTS CODING Analytical & Detail-Oriented · TECHNOLOGY Innovative & Eager to Learn · FITNESS Team Player & Ambitious · TRAVEL Flexible & Curious

References

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Prof. Dr. Angela Poech

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