

Dynamic and goal-driven Project Manager with **10+ years of comprehensive background in providing client-centric solutions** across diverse sectors. Equipped with a record of success on project management, combined with demonstrated abilities in project coordination, programming, invoicing, scheduling, cost analysis, site measurements, quality calculations, and quality assurance. Looking for an opportunity to apply my project management, remote skills and grow professionally.

WORK EXPERIENCE

Project Manager

GHG Logistics

02/2018

Miami, Working Remotely

- Oversee responsibility for the management of multiple technical initiatives, while establishing and maintaining general quality assurance and optimum process flow, therefore improving overall company growth.
- Develop overall implementation approach, service strategy, proposal plan, consistent system integration, and service strategy for all proposals, **increasing the company's productivity rate by 10%+**.
- Initiate PMO directory and KPI reporting improvement, system migrations, and application development.
- Follow up with clients to ensure 100% customer satisfaction with existing product lines and services.
- Monitor every project's progress from design to implementation while steadily resolving issues on time on 95% of the cases.

Project Manager

Amazing Creations International

03/2012 - 12/2017

New York City, NY

- Tracked website performance and recommended dynamic optimizations ensuring **staying within the project budget for 40 out of 45 projects**.
- Generate in-depth reports regarding variances and forecasting of the timeline, project scope, and budget for 45 projects.
- Establish efficient coordination between departments that increased the efficiency of communications by 15% throughout the project.

Assistant Project Manager

Sunshine Big3 Enterprise

02/2009 - 01/2012

New York City, NY

- Demonstrated cross-functionality by serving as a subject expert/proposal expert/core team member to review proposals.
- Offered hands-on assistance to customers, assessing, needs, and maintaining current knowledge of consumer preferences.
- Managed opening and closing procedures and recommended changes to enhance the efficiency of daily activities.

AREAS OF EXPERTISE

Project Analysis

JIRA

Gtmhub

CMS

Data Analysis

KPI Management

Agile Methodology

Stakeholder Engagement

Quality Assurance

Resource Optimization

Digital Operation Improvement

Workforce Management & Coaching

TRAINING AND CERTIFICATIONS

PMP Certification Training Course (2019)

Strategic Workforce Planning Certified (2018)

Lean Six Sigma Black Belt Certified (2016)

Situational Leadership II Certification (2014)

Project Management Specialist Certified (2012)

EDUCATION

Master of Science in Project Management

New York University

2010 - 2012

LANGUAGES

English

Native or Bilingual Proficiency

Danish

Full Professional Proficiency

Norwegian

Full Professional Proficiency

Swedish

Full Professional Proficiency