



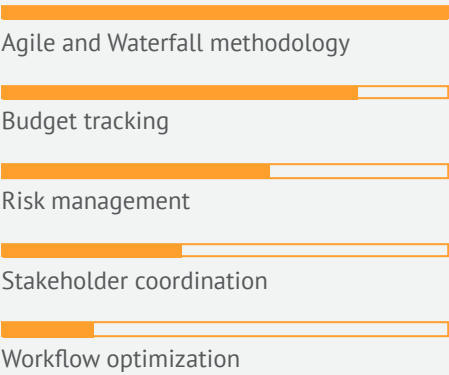
Erik
Mendoza

Project
Manager

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LinkedIn | Portfolio

Project manager with 10+ years of experience managing complex IT, infrastructure, and product development projects. Adept at leading cross-functional teams, allocating resources, and reducing scope creep. Known for delivering results in fast-paced environments through structured planning and clear communication with stakeholders.

Key Skills



Professional Experience

October 2019 -
Present

Project Manager

Northridge Systems, Boston, MA

- Manage software implementation projects ranging from \$500,000 to \$3 million in budget across multiple industries
- Coordinate with developers, QA, and business analysts to complete 18+ enterprise rollouts with 95% on-time delivery
- Led initiative to standardize project documentation, improving stakeholder transparency and reducing meeting time by 20%

August 2014 -
September 2019

Assistant Project Manager

Concord Tech Solutions, Cambridge, MA

- Supported scheduling, reporting, and task tracking for infrastructure upgrades and digital transformation projects
- Created risk assessments and contingency plans, helping reduce timeline overruns by 25%
- Managed vendor communications and contract timelines, ensuring SLA adherence across all deliverables

Education and Certifications

Bachelor of Science (B.S.) Business Administration
Northeastern University, Boston, MA | May 2014

Project Management Professional (PMP)
Project Management Institute (PMI) | 2017

Certified ScrumMaster (CSM)
Scrum Alliance | 2018