# Professional Experience

Chris Jackson

**Project Manager**

Austin, TX 78704 chris.jackson@email.com

(512) 555-7720

LinkedIn | Portfolio:

Project manager with over ten years of experience delivering enterprise software and infrastructure solutions. Skilled in Agile workflows, budget forecasting, and risk management. Known for driving projects that consistently finish ahead of schedule and under budget.

# Key Skills

Agile project management

February 2018

- Present

July 2014 -

January 2018

# Education

## Project Manager

*Elevate Tech | Austin, TX*

 Launched six cross-functional product initiatives valued at

$2.3M, delivering 94% of milestones ahead of deadlines

 Reduced project overages by 41% through resource tracking, vendor contract renegotiation, and phase-gate controls

 Conducted executive briefings and stakeholder reports, increasing sponsor satisfaction scores by 36% over two years

## Project Coordinator

*Vega Systems | Austin, TX*

 Tracked schedules, budgets, and dependencies for seven IT rollouts, maintaining a 96% on-time completion rate

 Developed standardized risk logs and escalation paths, cutting issue resolution time by 47% across teams

 Supported vendor onboarding and procurement, saving

$180K annually by identifying lower-cost third-party options

Budget tracking Jira

Resource allocation Risk mitigation Sprint planning

Stakeholder reporting

## *May 2014* Bachelor of Business Administration (B.B.A.) in Management

University of Texas at Austin | Austin, TX

# Certifications

**Project Management Professional (PMP) | 2021 Certified ScrumMaster (CSM) | 2022**