



# 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
- Budget tracking
- Jira
- Resource allocation
- Risk mitigation
- Sprint planning
- Stakeholder reporting

### Professional Experience

- February 2018 - Present

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
- July 2014 - January 2018

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

### Education

- 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