

Selene Melany

Project Manager

Personal Info

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(123) 123-1234

LinkedIn
linkedin.com/in/selene-melany

Skills

Project scheduling
Strategic planning
Budget management
Scrum and Agile methodologies
Written and verbal communication
Interpersonal skills
Asana, JIRA, Microsoft Office

Languages

English	★★★★★★
French	★★★★★
Spanish	★★★★☆

PMP-certified project manager with 8+ years of experience in the fashion industry. Keen to contribute to the expansion of the Your Style Clothing Inc. by establishing project milestones and collaborating closely with company stakeholders. Led a \$2.1-million project to successful completion within deadlines and with adherence to the budget in 2020–2021.

Work History

2017-01
- 2022-12

Project Manager

Gourmet Fashion, Brunswick

- Cut costs by \$120,000 by delegating website development to an overseas company
- Led several cross-functional teams as well as selected project team members and hired freelance designers when necessary to adhere to deadlines
- Collaborated with the company stakeholders to establish project budgets, prepare contracts, and negotiate with local contractors

Key achievement:

- Delivered a \$2.1-million fashion project involving cooperation between fashion designers, marketing managers, fabric suppliers, and production facilities within an 18-month period.

2014-01
- 2016-12

Junior Project Manager

L is for Leggings, Brunswick

- Assisted the project manager in coordinating garment development involving collaboration between graphic designers, fashion experts, stylists, and seamstresses
- Created project workflows including setting targets, milestones, deadlines, and project outcomes as well as the required documentation
- Communicated regular project updates to all stakeholders using Asana software

Key achievement:

- Coordinated a \$33,000 digital marketing project within deadlines while cutting costs by 11%.

Education

2009-09
- 2013-05

Business Administration, Bachelor of Science

Bowdoin College, Brunswick

GPA: 3.84

Certificates

2016-12

Project Management Professional (PMP)

Project Management Institute

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JR Anderson



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Camera, Speed...Action! Michael Ray Davis, 2011-03-29 *Camera Speed ACTION* is a fascinating study of and a sometimes eye opening learning opportunity concerning the Real World of Acting Written in an opinionated conversational sitting at the kitchen table tone the book explains the disappointments the successes the reality as well as the business aspects and a general overview of what to really expect as an actor Irreverent at times humorous and serious but always real *Camera Speed ACTION* will make you want to get into acting redouble your dedication to the business or make you question if you really want to be an actor There s something for everyone who has any interest in the business of acting in *Camera Speed ACTION* Flying Magazine ,1991-10 *Mark Lane Express* ,1898 **Billboard** ,1971-12-11 In its 114th year *Billboard* remains the world s premier weekly music publication and a diverse digital events brand content and data licensing platform *Billboard* publishes the most trusted charts and offers unrivaled reporting about the latest music video gaming media digital and mobile entertainment issues and trends Information Legislative Service ,1994 *The Weekly Reporter* ,1886 The Solicitors' Journal and Reporter ,1886 **Amateur Mechanics** ,1883 **Tourist Court Journal** ,1975 **The Solicitors' Journal & Reporter** ,1886 **Metal Worker, Plumber and Steam Fitter** ,1897 The Metal Worker ,1897 Practical Engineer ,1892 *Poland China World* ,1948 The Solicitors' Journal ,1886 Live Stock Journal ,1920 *Adweek* ,1991 Vols for 1981 198 include four special directory issues **Industrial Fabric Products Review** ,1995

Pharmacotherapy Joseph T. DiPiro, 1993 The gold standard text for the therapeutics course mandatory in pharmacy schools Now in its sixth edition this classic text continues its long standing tradition of offering unparalleled guidance in the development of pharmaceutical care plans The book provides a unique process of thinking about pharmacotherapy the process which uses evidence based approaches to the drug treatment of diseases Features FREE Online Resource Center for professors and students study materials web chapters questions and answers and updates NEW Key Concepts begin each chapter Excellent use of algorithms tables and charts provides clear recommendations Clinical Controversies in the treatment sections of disease oriented chapters The Optometric Weekly and the Optometrist & Optician ,1967

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