NAME

Project Manager

19 Silver St,
Town, 1234

123456789

name@gmail.com

linkedin.com/in/name

Profile

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Core Competencies

- Effective interpersonal and communication skills
- Multiple Vendor Contract Management
- Proven negotiation abilities
- Customer driven work ethic
- Skilled in nurturing and managing relationships
- Confident to anticipate and manage change

Key Career Achievments

➢ Instrumental in saving millions of dollars and increasing production by 30% by…
➢ Deivered projects on time and under budget, saving a total of £12345
➢ Reduced production costs by 20% for the year 2017

Career History

XYZ LTD, London, UK   Jan 2011 to Aug 2018
Manager
Responsibilities:
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ABC LTD, London, UK   Jan 2010 to Dec 2010
Project Manager
Responsibilities:
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Education

ABC University, London, 2010
Bachelors of Engineering

Certifications

2016: Six Sigma Certification
2016: Finance Management – ABC Training Institute

Technical Proficiencies

MS Office; Word, Excel PowerPoint
IBM Languages: COBOL, Ezytrieve, JCL, CICS, SQL