

# Priya Walker

(313) 555-0123    priya.walker@example.com    linkedin.com/in/priyawalker    123 Main St, Detroit, MI 48201

## SUMMARY

Driven Manufacturing Project Manager, boasting over five years' experience overseeing manufacturing and capital projects. During tenure, successfully led initiatives from conception through commissioning while ensuring alignment with quality standards, budget adherence, and timely delivery. Cultivated robust client relationships by serving as the primary contact throughout project lifecycles. Coordinated cross-functional teams across diverse geographical locations including the U.S. and Germany, streamlining operations to boost efficiency. Proficient in managing budgets and schedules, translating complex engineering requirements into actionable strategies. Dedicated to delivering measurable business results.

## EXPERIENCE

### Manufacturing Project Manager

January 2021 – Present

Innovative Engineering Solutions

*Grand Rapids, MI*

As a Manufacturing Project Manager at Innovative Engineering Solutions, oversee end-to-end management of various manufacturing projects. Responsibilities include supervising cross-disciplinary teams and establishing precise cost and timeline benchmarks necessary for project success.

- Directed multiple manufacturing projects, guaranteeing compliance with budgets and delivery timelines.
- Fostered strong communication with clients, providing regular updates on project status.
- Managed resource allocation across U.S. and European teams, improving operational efficiency.
- Created and monitored project budgets and schedules, implementing strategic measures that enhanced profit margins.
- Prepared comprehensive post-project evaluations and reports to highlight successes and areas for future improvement.
- Ensured environmental health, safety, and security (EH&S) standards were upheld throughout each project's lifecycle.

### Project Engineer

March 2018 – December 2020

Advanced Manufacturing Group

*Lansing, MI*

Serving as Project Engineer, handled significant aspects of numerous multi-phase projects, focusing on time-sensitive execution while adhering to financial restrictions.

- Oversaw complex manufacturing projects, effectively coordinating scope, budget, and schedules.
- Collaborated with diverse teams to optimize resource usage and deliverables.
- Executed risk assessments, devising contingency plans that mitigated potential issues impacting project timelines.
- Led client engagements focused on discussing project developments, aligning expectations.
- Enhanced tracking procedures using advanced project management tools, leading to better visibility of milestones.
- Engaged all stakeholders, securing buy-in for project objectives to ensure cohesive collaboration.

### Project Coordinator

June 2016 – February 2018

Mechanical Solutions Inc.

*Ann Arbor, MI*

As Project Coordinator, supported project managers in carrying out an array of engineering tasks related to capital projects while ensuring consistency with the team's goals.

- Assisted in managing timelines and financial plans for capital projects, maintaining focus on accuracy and accountability.
- Facilitated effective communication between technical teams and clients to ensure clarity and goal alignment.
- Contributed to developing detailed project planning processes and assessment frameworks.
- Maintained up-to-date documentation, generating detailed reports for user review.
- Participated actively in project evaluations post-completion to analyze winner strategies and areas lacking enhancement.
- Actively involved in project initiation discussions to shape viable project outlines and targeted deadlines.

## LEADERSHIP & AWARDS

- Certified Project Management Professional (PMP), January 2021
- Certified Cost Professional (CCP), May 2020

## EDUCATION

### Bachelor of Science in Mechanical Engineering

2016

University of Michigan    GPA: 3.5

*Ann Arbor, MI*

**Coursework:** Dynamics, Thermodynamics, Fluid Mechanics, Materials Science

## CERTIFICATIONS

- Project Management Professional (PMP) 📅 2021
- Certified Cost Professional (CCP) 📅 2020

## TECHNICAL SKILLS

- **Project Management Tools:** MS Project, Asana, Trello
- **Budgeting Software:** SAP, Oracle, Smartsheet
- **Communication Platforms:** Slack, Teams, Zoom
- **Documentation Management:** SharePoint, Confluence, Document Control
- **Engineering Applications:** AutoCAD, SolidWorks, ANSYS
- **Data Analysis Tools:** Excel, Tableau, MATLAB
- **Risk Management Frameworks:** ISO 31000, PMBOK, Risk Register
- **Quality Assurance Techniques:** Six Sigma, Lean Manufacturing, TQM
- **Compliance Standards:** EH&S, OSHA, ISO 9001
- **Workflow Automation Tools:** Zapier, Monday.com, RPA Solutions

## SKILLS

- Project Management
- Budget Management
- Client Relations
- Cross-Function Coordination
- Risk Assessment
- EH&S Compliance
- Cost Control
- Engineering Processes
- Resource Allocation
- Stakeholder Engagement
- Post-Project Evaluation
- Communication Skills
- Timeline Monitoring
- Quality Assurance
- Operational Efficiency
- Collaboration

## PROFESSIONAL AFFILIATIONS

- Member of the Society of Manufacturing Engineers
- Participated in the American Society of Mechanical Engineers annual conferences

## LANGUAGES

- English (Native)
- Spanish (Intermediate)

## ADDITIONAL INFORMATION

**Work Status** : Authorized to work in United States. No sponsorship required.

## REFERENCES

AVAILABLE ON REQUEST