

Niko Owen

Program Manager

(312) 555-1234

niko.owen@email.com

linkedin.com/in/nikoowen

123 Maple Street, Chicago, IL 60616

STRENGTHS

- Cross-Functional Collaboration**
Fostered partnerships between technical and non-technical teams, enhancing project coherence and efficiency.
- Effective Communication**
Articulated complex compliance issues in simple terms, making it easier for all stakeholders to understand their roles.
- Adaptability**
Quickly pivoted approaches based on changing regulations, maintaining project momentum without disruptions.
- Risk Assessment Expertise**
Identified weaknesses in existing AI applications, establishing strategic proactive responses to bolster security.
- Process Improvement Initiatives**
Revamped existing data governance policies, greatly reducing redundancy and inefficiency across team workflows.

SKILLS

Privacy Compliance

Data Governance

AI Program Delivery

Risk Assessment

Cross-Functional Collaboration

OneTrust Communication Skills

Project Management

Stakeholder Engagement

Software Development Lifecycles

Privacy Tools

Regulatory Standards

AI Execution Strategies

SUMMARY

Experienced Program Manager skilled in privacy and data governance with over three years of practical knowledge in AI program delivery. Proven track record of leading initiatives that establish robust governance frameworks while ensuring compliance. Able to work seamlessly across teams, transforming complex legal requirements into actionable plans that facilitate rapid development and operational efficiency. Passionate about harnessing AI technologies responsibly, guiding cross-functional collaboration to drive business value while upholding the highest standards of privacy and security.

EXPERIENCE

Program Manager

Tech Innovations Inc. 📅 January 2024 - Present 📍 Chicago, IL

Serves as a key leader for AI initiatives, implementing privacy and data protection programs within technology projects. Oversees execution of comprehensive strategies that enhance compliance and improve processes across multiple teams.

- Led execution of privacy protocols, enhancing compliance across AI projects.
- Crafted standard operating procedures for AI governance, amplifying process efficiency.
- Collaborated closely with product and engineering teams, embedding privacy within development lifecycles.
- Conducted thorough assessments on AI risk, proactively identifying vulnerabilities.
- Utilized OneTrust to streamline governance and compliance workflows effectively.
- Generated metrics reports that tracked compliance progress and supported executive decision-making.

Compliance Analyst

Data Solutions Corp. 📅 June 2021 - December 2023 📍 Los Angeles, CA

Focused on facilitating the establishment of effective privacy policies and governance frameworks in alignment with regulatory requirements. Provided analyses and support to various teams during the implementation of AI programs.

- Assisted in privacy policy rollout and data governance frameworks for major projects.
- Coordinated communications between departments, streamlining project timelines.
- Converted regulatory requirements into clear operational guidelines for tech teams.
- Offered training sessions on compliance best practices and governance tools.
- Reviewed current data protection measures, advocating for necessary enhancements.
- Documented compliance efforts comprehensively, preparing for potential audits.

LEADERSHIP & AWARDS

- Dean's List - University of Illinois (2023)
- Best Paper Award - National Privacy Conference (2025)

EDUCATION

Bachelor of Science in Information Technology

University of Illinois 🎓 GPA: 3.8 📅 2026 📍 Champaign, IL

Coursework: AI Technologies, Data Privacy Policies, Software Development Lifecycle, Risk Management

CERTIFICATIONS

- CIPP/US 📅 2024
- CIPM 📅 2025

Governance Frameworks

Training Development

LANGUAGES

English Native

Spanish Intermediate

MY CAREER



● Program Manager at Tech Innovations Inc. (2.4 Years)

● Compliance Analyst at Data Solutions Corp. (2.5 Years)

TECHNICAL SKILLS

- **Privacy Tools:** OneTrust, Transcend, TrustArc
- **AI Technologies:** Machine Learning, Language Models, Data Analysis
- **Project Management Tools:** Asana, Trello, JIRA
- **Programming Languages:** Python, R, SQL
- **Cloud Platforms:** AWS, Azure, Google Cloud
- **Data Analytics Tools:** Tableau, Power BI, Excel
- **Compliance Frameworks:** GDPR, HIPAA, CCPA
- **Risk Management Practices:** ISO 27001, NIST, FAIR
- **Learning Methodologies:** Agile, Scrum, Waterfall
- **Communication Platforms:** Slack, Microsoft Teams, Zoom

PROFESSIONAL AFFILIATIONS

- Member, Data Science Society - University of Illinois
- Volunteer, Tech for Good Initiative

ADDITIONAL INFORMATION

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

REFERENCES

AVAILABLE ON REQUEST