

# Eliza Cannon

(321) 555-1234 ✉ eliza.cannon@example.com [in linkedin.com/in/elizacannon](https://www.linkedin.com/in/elizacannon) 📍 1234 Aviation Way, Orlando, FL 32801

## SUMMARY

Dynamic aerospace professional with over 8 years of experience in project management within manufacturing environments. Expertise in leading cross-functional teams through complex hardware development and component repair projects. Adept at strategic planning, risk management, and implementing process improvements that drive operational efficiency and enhance program outcomes. Proven ability to deliver projects on time and within budget while maintaining high standards of quality and safety. Ready to contribute to Innovative Aerospace Solutions by utilizing strong financial acumen and communication skills to succeed in this role.

## EXPERIENCE

### Senior Aerospace Technical Program Manager

January 2022 - Present

Innovative Aerospace Solutions

*Miami, FL*

Leading high-impact aerospace projects, managing cross-functional teams, and delivering on schedule and budget. Responsible for developing integrated program plans covering all stages from design through manufacturing readiness.

- Guiding teams through hardware development and major component repairs, ensuring alignment with project timelines.
- Conducting risk assessments and implementing effective mitigation strategies throughout the project lifecycle.
- Managing comprehensive project resources, ensuring goals are met while tracking progress through detailed reports.
- Fostering a team environment focused on collaboration and continuous improvement.
- Providing regular data-driven updates to senior leadership, facilitating informed decision-making.
- Utilizing proven methodologies to enhance project management practices and improve overall operational performance.

### Project Manager

June 2018 - December 2021

AeroTech Innovations

*Tampa, FL*

Managed multiple aerospace projects with a focus on enhancing processes and operational efficiency. Collaborated closely with engineering and manufacturing departments to deliver quality results.

- Directed process improvement initiatives that enhanced product delivery and increased client satisfaction.
- Worked alongside technical teams to define scope, set priorities, and clarify project deliverables.
- Assessed business cases, providing critical insights that influenced investment and resource allocation decisions.
- Maintained extensive documentation regarding project schedules, budgets, and risk-management efforts.
- Trained junior staff, instilling best practices in project management and fostering career development.
- Spearheaded interdepartmental communication efforts to ensure cohesive project workflows and timely updates.

### Program Manager

March 2016 - May 2018

Skyline Engineering

*Jacksonville, FL*

Led end-to-end project execution for aerospace components, focusing on compliance while meeting deadlines. Essential in bridging gaps between stakeholders to fulfill underlying objectives.

- Managed projects with strict adherence to industry regulations and compliance requirements.
- Collaborated effectively with stakeholders to ensure project objectives align with organizational goals.
- Implemented change management initiatives, enhancing adaptability and resilience in project operations.
- Performed regular evaluations of project performance metrics to identify gaps and implement improvements.
- Engaged with finance colleagues to secure funding, overseeing expenditures against budget projections.
- Cultivated an atmosphere of accountability and motivation among team members, achieving multiple project milestones ahead of schedule.

## LEADERSHIP & AWARDS

- Innovative Leadership Award, 2023
- Excellence in Project Management, 2022

## EDUCATION

### Bachelor's Degree in Aerospace Engineering

2015

University of Florida GPA: 3.9

*Gainesville, FL*

**Coursework:** Fluid Dynamics, Structural Analysis, Thermodynamics, Control Systems

## CERTIFICATIONS

- Project Management Professional (PMP) 📅 2022

- Lean Six Sigma Green Belt 📅 2021

## TECHNICAL SKILLS

- **Project Management Tools:** MS Project, Asana, Trello
- **Data Analysis Tools:** MS Excel, Tableau, Power BI
- **Engineering Software:** CATIA, SolidWorks, MATLAB
- **Collaboration Platforms:** SharePoint, Slack, Microsoft Teams
- **Risk Assessment Tools:** PMBOK, PRINCE2, FMEA
- **Financial Analysis Tools:** QuickBooks, MS Access, SAP
- **Quality Management Systems:** ISO 9001, AS9100, Six Sigma
- **Regulatory Standards:** FAA Regulations, EASA Guidelines, ASTM Standards
- **Documentation Tools:** Confluence, Google Docs, MS Word
- **Presentation Tools:** PowerPoint, Prezi, Canva

## SKILLS

- Project Management
- Cross-Functional Leadership
- Manufacturing Processes
- Data Analysis
- Aerospace Engineering
- Process Improvement
- Project Scheduling
- Stakeholder Engagement
- Risk Management
- Financial Acumen
- Team Collaboration
- Product Development
- Strategic Planning
- Communication Skills
- Budget Management

## PROFESSIONAL AFFILIATIONS

- Project Management Institute Member
- Aerospace Professionals Network Participant

## LANGUAGES

- English (Native)
- Spanish (Intermediate)

## ADDITIONAL INFORMATION

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

## REFERENCES

AVAILABLE ON REQUEST