

Xiao Fischer

Technical Program Manager II

(206) 555-0123 ✉ xiao.fischer@example.com

🌐 linkedin.com/in/xiaofischer 📍 1234 Maple Street, Seattle, WA 98101

STRENGTHS

- 👥 **Cross-Functional Leadership**
Unified groups across departments to achieve shared project goals, reducing barriers to progress significantly.
- 📊 **Analytical Thinking**
Interpreted complex data insights, facilitating strategic discussions and aiding executive decision-making processes.
- 🛡️ **Risk Mitigation**
Implemented proactive measures against potential setbacks, ensuring that all projects stayed on track and met milestones.
- 🗣️ **Effective Communication**
Articulated technical details to non-technical stakeholders clearly, fostering greater understanding and support for initiatives.
- 📋 **Expectation Management**
Aligned stakeholder expectations with project realities, enhancing satisfaction through regular updates and candid conversations.

SKILLS

Program Management

Software Development Lifecycle (SDLC)

Demand Response

API Integrations Risk Management

Cross-Functional Collaboration

Stakeholder Engagement

Requirements Gathering

Project Scheduling Energy Markets

Power System Operations

Communication Protocols

Data Analysis Project Execution

SUMMARY

Dedicated Technical Program Manager with two years of experience, thriving in the intersection of energy markets and software development lifecycle (SDLC). Demonstrated ability to lead cross-functional projects from inception to completion by collaborating effectively with diverse teams. Actively identifying risks and refining communication strategies to keep stakeholders informed is a priority, ensuring project goals are clear and achievable. Developed expertise in demand response and communication protocols while creating innovative solutions that foster clean energy initiatives. Eager to leverage this background at GreenTech Solutions and contribute positively toward ambitious energy growth objectives.

EXPERIENCE

Technical Program Manager

University Research Lab 📅 June 2025 - Present 📍 Seattle, WA

Overseeing diverse energy software development initiatives as Technical Program Manager, coordinating efforts across various teams while promoting collaboration and efficiency for successful project outcomes.

- Spearheaded multiple energy software development projects, coordinating cross-functional teams to enhance project delivery.
- Collaborated with engineering and commercial teams to identify requirements and manage project scopes, ensuring alignment with stakeholders.
- Conducted risk assessments and established mitigation strategies, resulting in successful project completion within deadlines.
- Facilitated communication between internal teams and external partners to operationalize cutting-edge energy solutions.
- Led development initiatives focused on load flexibility and demand response capabilities, increasing operational efficiency.
- Presented findings and recommendations to senior management, influencing key decisions on project direction and resource allocation.

Program Coordinator

Tech Innovators, Inc. 📅 July 2024 - May 2025 📍 Portland, OR

Played a crucial role in program coordination, maintaining timely execution of cross-team projects while supporting the entire software development lifecycle.

- Assisted in the management of cross-team projects, ensuring timely completion and adherence to specifications, enhancing overall productivity.
- Supported the software development lifecycle by coordinating project timelines and deliverables among various stakeholders.
- Engaged with external vendors for program execution, streamlining processes and enhancing collaboration.
- Developed project roadmaps and communicated updates regularly to keep all parties informed of progress and challenges.
- Identified opportunities for process improvements, contributing to a reduction in project turnaround time.
- Organized training sessions for team members on best practices in program management and energy software solutions.

LEADERSHIP & AWARDS

- Dean's List, University of Washington, 2024-2026
- Recipient of the Energy Innovation Award, Tech Innovators, Inc., 2025

EDUCATION

Bachelor's Degree in Engineering

Technical Documentation

Software Solutions

LANGUAGES

English Native

Mandarin Proficient

MY CAREER



● Technical Program Manager
at University Research Lab (1
Years)

● Program Coordinator at Tech
Innovators, Inc. (10 Months)

University of Washington 🎓 GPA: 3.8 📅 2026 📍 Seattle, WA

Coursework: *Electrical Systems, Renewable Energy Sources, Software Development, Project Management*

CERTIFICATIONS

- Certified ScrumMaster (CSM) 📅 2025
- Project Management Professional (PMP) 📅 2026

TECHNICAL SKILLS

- **Project Management Tools:** Trello, Asana, JIRA
- **Development Methodologies:** Agile, Waterfall, Scrum
- **API Standards:** IEEE 2030.5, OpenADR, REST
- **Communication Tools:** Slack, Zoom, Microsoft Teams
- **Programming Languages:** Python, JavaScript, HTML/CSS
- **Energy Software Solutions:** HOMER, PVsyst, RETScreen
- **Cloud Platforms:** AWS, Azure, Google Cloud
- **Data Analysis Tools:** Excel, Tableau, R
- **Version Control Systems:** Git, GitHub, Bitbucket
- **Virtual Environments:** Docker, Kubernetes, Vagrant

PROFESSIONAL AFFILIATIONS

- Member, Energy and Sustainability Club, University of Washington
- Volunteer, Habitat for Humanity, 2024-2026

ADDITIONAL INFORMATION

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

REFERENCES

AVAILABLE ON REQUEST