

Malia Wise

Technical Program Manager Lead

(415) 555-0123

malia.wise@example.com

linkedin.com/in/malia-wise

1234 Maple St, San Francisco, CA 94110

STRENGTHS

- Expert Communicator**
Crafted presentations that resonate, compelling stakeholders into action by fostering mutual alignment during discussions.
- Cross-Functional Leader**
Bridged silos among teams, facilitating cooperation and achieving collective outcomes recognized by peers as pivotal.
- Analytical Thinker**
Applied data insights meaningfully, enhancing program directions with valuable interpretations noticed by executives.
- Mentor & Coach**
Nurtured junior talent, sharing insights that strengthened their skills while elevating overall team competency.
- Results-Oriented Strategist**
Leveraged clear metrics throughout campaigns, enabling successful pivot points that drove measurable impacts towards goals.

SKILLS

Technical Program Management

Machine Learning

Cross-Functional Collaboration

Project Governance

Stakeholder Communication

Change Management

Risk Mitigation

Process Improvement

User Engagement Strategies

Agile Methodologies

Data Analytics

Team Management

SUMMARY

Accomplished Technical Program Manager with over eight years' experience leading complex technology projects. Proven expertise in utilizing machine learning technologies to drive user engagement and growth strategies. Adept at collaborating with cross-functional teams to establish project requirements, mitigate risks, and manage schedules effectively. Demonstrated ability to communicate insights and analyses clearly with stakeholders at all levels. Committed to optimizing resource allocation and enhancing strategic deliveries through structured governance frameworks. Driven by the success of projects, ensuring alignment with business objectives and operational efficiencies.

EXPERIENCE

Technical Program Manager

Tech Innovators Inc. 📅 January 2022 - Present 📍 San Francisco, CA

Oversaw multi-disciplinary projects harnessing machine learning solutions to boost user engagement and enhance operational efficiency. Managed cross-functional teams while aligning project goals with corporate strategy.

- Spearheaded initiatives aimed at increasing user interaction through innovative AI tools.
- Collaborated with product and engineering teams to create a seamless execution roadmap.
- Implemented a thorough program review process that elevated decision-making standards.
- Utilized machine learning data analytics resulting in enhanced team productivity.
- Maintained strong relationships with stakeholders, ensuring robust support for project priorities.
- Supervised a diverse team of program managers, coordinating efforts across initiatives.

Senior Program Manager

NextGen Technologies 📅 August 2018 - December 2021 📍 Los Angeles, CA

Led significant initiatives applying technical expertise to enhance user experiences through effective program management. Developed approaches that streamlined communication for key project milestones.

- Drove the planning and execution phases of pivotal growth initiatives leveraging technical knowledge.
- Cultivated transparent decision-making structures within cross-functional teams.
- Executed change management processes that improved collaboration outcomes.
- Fostered executive communications that aligned with essential project aims.
- Analyzed user-centered data employing advanced machine learning methods.
- Conducted comprehensive reviews, adjusting project scopes as necessary to meet evolving organizational goals.

Program Manager

Innovate Solutions LLC 📅 May 2016 - July 2018 📍 San Diego, CA

Managed programs integrating machine learning technologies into product lines, focusing on enhancements that captivated users. Maintained momentum through effective risk monitoring and mitigation practices.

- Oversaw projects defining scopes and timelines with clarity, enhancing team coordination.
- Identified potential project risks proactively and enforced contingency strategies.
- Presented analytic reports to senior leadership, framing strategic discussions.
- Introduced process improvements that boosted operational use of resources.
- Provided mentorship to junior program managers, enhancing team capacity and skills.
- Optimized timeframes leading to consistent on-time completion of deliverables.

LEADERSHIP & AWARDS

- Project Management Excellence Award, Tech Innovators Inc., 2023

Project Scheduling

Resource Allocation

Leadership Development

LANGUAGES

English Native

Spanish Intermediate

MY CAREER



● Technical Program Manager at Tech Innovators Inc. (4.4 Years)

● Senior Program Manager at NextGen Technologies (3.3 Years)

● Program Manager at Innovate Solutions LLC (2.2 Years)

- Innovative Leadership Award, NextGen Technologies, 2021

EDUCATION

Bachelor of Science in Computer Science

University of California, Berkeley 🎓 GPA: 3.8 📅 2015 📍 Berkeley, CA

Coursework: Data Structures, Algorithms, Machine Learning, Project Management

CERTIFICATIONS

- Certified ScrumMaster (CSM) 📅 2020
- Project Management Professional (PMP) 📅 2021

TECHNICAL SKILLS

- **Project Management Tools:** Asana, JIRA, Trello
- **Data Analysis Software:** Python, R, Tableau
- **Machine Learning Frameworks:** TensorFlow, PyTorch, Scikit-learn
- **Communication Platforms:** Slack, Microsoft Teams, Zoom
- **Version Control Systems:** Git, GitHub, Bitbucket
- **Documentation Tools:** Confluence, Google Docs, Microsoft Office
- **Reporting Tools:** Power BI, Crystal Reports, Google Data Studio
- **Agile Methodologies:** Scrum, Kanban, Lean
- **Cloud Computing Services:** AWS, Azure, Google Cloud
- **Collaboration Tools:** Miro, Figma, Lucidchart

PROFESSIONAL AFFILIATIONS

- Member, Project Management Institute (PMI)
- Participant, Machine Learning Summit, 2022

ADDITIONAL INFORMATION

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

REFERENCES

AVAILABLE ON REQUEST