Andrew Russell

PROJECT MANAGER

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SUMMARY

Having 10 years of experience as project management in technical product development company. I am a technologist and startup enthusiast. Highly motivated individual with strong communication skills. Managing a team of twenty six people and moving forward.

SKILLS

- Project Management
- Team Management
- Time Management
- Leadership
- Business Development
- Budgeting
- Business Strategy
- Digital Marketing
- Trello
- Jira
- Gitlab
- Microsoft Office

EXPERIENCE

Senior Project Manager
Necto sh.p.k *Apr 2019 - Present*

- Developing project scopes and objectives,
- Ensure resource availability and allocation
- Develop a detailed project plan to track progress
- Use appropriate verification techniques to manage changes in project scope, schedule, and costs
- Measure project performance using appropriate systems, tools, and techniques
- Report and escalate to management as needed
- Manage the relationship with the client
- Perform risk management to minimize project risks
- Manage my team of six people

Project Manager
Dell - Arizona, US *Nov 2017 - Jan 2018*

- Allocates work among team members and provides guidance on a regular basis. Be a CPU PJM, define CPU request/ allocation and upside process to let the platform team get the clear direction.
- Conducts periodic reviews to ensure the project is on track and conducts post-project reviews.
- Utilizes relevant project management tools, systems, and applications. Be an owner for ODM partnership of E-learning program . Lead X-LOB training decks formulating and can be the educated deck for new hire PJM and let ODM to well-known Dell Process and tool.

Project Manager
One Tech Computer Corp. *Jun 2016 - Sep 2016*

- Project management and Project schedule control.
- Customer interface during the development phase and main contact window for internal and external.
- package spec & approval, RFQ process.
- Development schedule watch and development date collection.
- BOM creation/maintenance.

EDUCATION

Masters of Business Administration
Trinity University - New York, US *Feb 2012 - Mar 2014*
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Bachelor of Business Administration
University of New York, Tirana *Oct 2009 - Jun 2012*

LANGUAGES

English ●●●●●   Italian ●●●○○
French ●●●●○

AWARDS

Best Project Manager
Balfin Group *2018-10-05*
Winner of " Your Business Idea" competition by Balfin Group.