

ETHAN SMITH

Engineering Project Manager

✉ ethan.smith@email.com

☎ (123) 456-7890

📍 Thousand Oaks, CA

🌐 [LinkedIn](#)

🐙 [Github](#)

EDUCATION

Master of Science

Management Science and Engineering

Stanford University

📅 2012 - 2014

📍 Stanford, CA

B.S.

Engineering (various disciplines)

Stanford University

📅 September 2008 - April 2012

📍 Stanford, CA

SKILLS

- Trello
- Cisco Webex
- Confluence
- Todoist
- Ganttlic
- Harvest
- Isometrix
- Procore
- AutoCAD
- ANSYS

WORK EXPERIENCE

Engineering Project Manager

Amgen

📅 July 2019 - current

📍 Thousand Oaks, CA

- Managed a team of 10 engineers, completing a \$6.2M project on time and within budget using Trello for progress tracking and stakeholder collaboration
- Developed project plans and timelines with Ganttlic, **reducing completion time by 12%**
- Implemented Cisco Webex, increasing project flow by 15% via file and screen-sharing collaboration
- Completed feasibility studies and cost analyses to align projects with strategic goals and regulatory requirements
- Coached new project team members on Procore, reducing onboarding time by 57% on average

Engineering Team Lead

Qualcomm

📅 April 2016 - July 2019

📍 San Diego, CA

- Led the development of new product features for Snapdragon chipsets, increasing sales revenue by 21% and market share by 9%
- Conducted code reviews and implemented best practices, reducing software bugs by 24% and code rework by 11%
- Utilized Agile methodologies to manage software development, **growing team agility and flexibility by 39%**
- Implemented quality assurance processes to ensure software reliability and functionality
- Coordinated with legal team to ensure compliance with intellectual property laws and regulations

Project Engineer

Parsons Corporation

📅 April 2013 - April 2016

📍 Pasadena, CA

- Owned risk assessments and developed mitigation strategies via FMEA, reducing project risks by 34%
- Facilitated project status meetings and presentations to stakeholders
- Partnered with vendors and contractors, reducing project-related issues and delays by 27% with due diligence
- Executed ANSYS simulation and analysis, boosting engineering accuracy by 9% and cutting testing time by 6%
- Managed project documentation and workflows with Procore, **boosting workflow efficiency by 24%**

CERTIFICATIONS

- Project Management Professional (PMP)