Grant Jackson
Resume

Specialist Areas

- PROJECT MANAGEMENT
- INFRASTRUCTURE PROJECTS
- VENDOR MANAGEMENT

Key Data

DOB	14th August, 1962
Nationality	Canadian
Languages	English, Japanese (business level) and others
Locations worked	Canada, Japan, NY, HK, Singapore, Taiwan.

QUALIFICATIONS
- BE Engineering   Pune University (Aust.)

CERTIFICATIONS
- Project Management Professional
- MS Certified Systems Engineer
- Risk Management Professional
- Certified Project Management Professional

Contact

E-mail:	grantj@XYZ.com
Tel/Fax:	03-1234-5678
Mobile:	090-1234-5678
LinkedIn:	jp.linkedin.com/in/grantj

Executive Summary

I can deliver ..

… extensive experience gained from working in 8 countries across multiple platforms in the project management sector. I can bring skills in the following areas to an employer:

- ✓ **Project management**
- ✓ **Infrastructure projects**
- ✓ **Vendor management**
- ✓ **Project management training**
- ✓ **Efficient client pipelines**
- ✓ **Effective relationship building.**

I am a pro-active manager who can bring both intense drive and high level skills to create positive outcomes for all projects I am involved in.

I possess broad experience across the entire spectrum of project management activities, have led teams in both one-off and long-term projects, and am very particular at ensuing all customer requirements are met.

I am a confident communicator with strong interpersonal and analytical skills who thrives on creating successful outcomes for companies and clients I work for.

Current position

Executive Project Manager – ABC Corporation
Jan 2011 – Present

- Managed client engagement services and solution implementations
- Provided business consulting and expertise in strategic performance management methodologies
- Responsible for program and portfolio management activities.

Past positions

Chief Project Manager – Company XYZ
July – Dec 2011

Managing Singapore operations for banking, financial services and insurance company.

DUTIES:

- Managed New York office
- Organized project management training for all new staff
- Set up efficient pipelines to attract new clients and strengthen relationships with existing clients
- Implemented MACD (Move, Add, Change and Delete) project.

- Senior Project Manager
- Operations / Project Manager
- Desktop / Project Manager

S A M P L E