

Maxine Curry

IT Project Manager

AREAS OF EXPERTISE

IT projects
Project deliverables
Project planning
Performance enhancements
Stakeholder management
Leading teams

PROFESSIONAL

PRINCE2
MSP qualification

PERSONAL SKILLS

Passionate
Forward thinking
Focused
Hard working

CONTACT

Maxine Curry
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Driving license: Yes
Nationality: British

PERSONAL SUMMARY

Maxine has the energy, passion and a relentless ambition needed to ensure that positive project outcomes are achieved within the parameters of time, cost, scope, risk and benefits. She has a hybrid of skill sets as well as extensive technical ability and knowledge of the R&D processes. As a true professional she can act as a bridge between the IT department and other sections of a business. On a personal level she is friendly, but always highly professional and has a positive 'can-do' approach as well as a flair for thinking on her feet.

WORK EXPERIENCE

Company name – Birmingham

IT PROJECT MANAGER Jun 2013 – Present

Responsible for working with in-house and external development teams in a fast moving environment to deliver projects on time and to budget.

Duties:

- Defining IT solutions and then presenting those solutions in written or oral reports.
- Managing project dependencies, preparing project briefs, compiling reports and maintaining records.
- Ensuring that all stakeholders are up-to-date and up to speed with developments.
- Helping project teams to move through the various stages and decision points of a program.
- Proactively identifies and nurtures opportunities, ideas and innovations.
- Assisting the business to win, sustain and grow corporate clients.
- Developing and maintaining relationships with third party vendors.
- Helping clients meet and exceed their goals.
- Maintaining credibility with the customer at a high level.

Company name - Location

JOB TITLE Employment dates (i.e. Aug 2011 – Jun 2013)

KEY SKILLS AND COMPETENCIES

- Maintaining up-to-date knowledge of technology developments within the IT industry.
- Always leading by example and being professional in all actions.
- Can quickly understand the project needs of a business.
- Know when to enlist help from others.
- Strong understanding of Business as well as IT processes.
- Agile and responsive in addressing pain points and opportunities across a business.

ACADEMIC QUALIFICATIONS

Nuneaton University *2008 - 2011*
BSc (Hons) Project Management

Coventry Central College *2005 - 2008*
A levels:
Maths (A) English (B) Technology (B) Science (C)

REFERENCES – Available on request.



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