

# Maxine Curry

## Senior Project Manager

### AREAS OF EXPERTISE

Financial tracking  
Proposal creation  
Client engagement  
Project development  
Employee relations  
Program deliverables  
Staff performance

### PROFESSIONAL

PRINCE2  
MSP qualification

### PERSONAL SKILLS

Committed  
Forward thinking  
Focused  
Hard working

### CONTACT

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Driving license: Yes  
Nationality: British

### PERSONAL SUMMARY

Maxine has the personality, grit and determination to manage a busy and conflicting workload, without dropping any balls. She has experience of delivering clinical strategic change at very senior managerial levels and is someone who can draw on her technical knowledge, expertise and experience to always deliver more than what is expected of both her and a project team. Her key strength is her ability to use appropriate tools to ensure the successful initiation, planning, execution, monitoring and completion of projects. Right now she is keen to join a company where she will be surrounded by dynamic and motivated people.

### WORK EXPERIENCE

#### *Company name – Birmingham*

SENIOR PROJECT MANAGER Jun 2013 – Present

Accountable for leading project teams who make sure that client requirements and deliverables are consistently met.

#### *Duties:*

- Directing and guiding junior staff and assistant project managers.
- Recommending the cancellation of projects, and the initiation of new projects all within existing programmes.
- Involved in the end to end management of a project.
- Initiating the introduction of new project processes.
- Ensuring that strategic projects are set up to align to the business strategy.
- Defining the set-up of an allocated strategic project structure.
- Delivering complex programmes across organizational boundaries where there are significant benefits and risks at stake.
- Influencing program roadmaps and technical teams.

#### *Company name - Location*

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

### KEY SKILLS AND COMPETENCIES

- Ability to assimilate lots of information and present it in a concise and structured way to aid key decision making.
- Implementation of contract and legal compliance.
- Track record of Project Management at a senior level with a large organisation.
- Knowledge of project management tools, techniques & best practice.
- A readiness to change and a strong motivation to drive improvement.
- Strong quantitative and analytical capabilities.
- Identifying road blockers and managing a path through them.

### 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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