

Product Management

Personal Details:
USA • Resident of Spain

Dedicated, performance-driven, and highly accomplished professional with extensive experience in leading high-profile projects across diverse sectors, including hospitality, real estate, technology, and education.

Proven success, spearheading projects from inception to completion, within set time and budgetary constraints, along with developing high-performance teams and implementing industry-best practices and standards. Passionate for delivering customer-specific products by employing Agile methodologies to reduce costs and improve productivity, and increase sales revenue. Instrumental in communicating with cross-cultural personnel and collaborating with team members and stakeholders to accomplish project goals. Bringing exceptional coaching and interpersonal skills to inspire, and technical and business capabilities to provide superior customer service.

Areas of Expertise

- ◆ Full Lifecycle Project Management
- ◆ Strategic Planning & Execution
- ◆ Budgeting & Procurement
- ◆ Effective Stakeholder Communication
- ◆ Process Improvement & Efficiency
- ◆ Risk Assessment & Mitigation
- ◆ Team Development & Leadership
- ◆ Business Development & Growth
- ◆ Customer Service & Delivery

Professional Experience

Avocado Toast S.L. – Barcelona, Spain Project Manager

2017 – Present

Accountable for organizing and managing a number key projects in a timely and efficient manner. Direct projects from inception to completion by establishing close collaboration with various teams.

Key Projects

- **Project Manager: My Digital Presence – Online Web Development**

Supervised development of web projects starting from initial planning phase to live online launch. Ensured accurate documentation of methods, processes, and artifacts utilized in creation of websites. Conducted website demonstrations and provide shareholders with updated information about progress of project.

- Partnered with stakeholders to determine scope of web projects, maintain product backlogs, create strategy and release date, as well as implement specific measures to address risks and problems.
- Employed external freelancers to resolve complex issues regarding internal budget, while maintaining quality control.

- **Project Manager: Real Estate Project**

Steered development of aspects pertaining to project, including planning, designing, manufacturing, occupancy, and closeout as well as budget, timeframe, procurement, quality, and vulnerability. Served as point of contact for developers and contractors to address inquiries regarding specifications.

- Led complete restructuring of large commercial building into diversified residence with number of apartments and commercial space.
- Succeeded in completing project 15% under budget.

- **Project and General Manager: Restaurant and Bar – Barcelona, Spain**

Revitalised an underperforming restaurant to further refurbish, re-brand, and sell.

- Drove 24% return on investment (ROI) by overseeing restaurant buy-and-flip initiative.

Phase 1: Renovation process from start to finish

- Supervised planning, scheduling, acquisition of materials, choice of vendors, and execution of refurbishment projects from inception to completion.
- Liaised with contractors, including painters, electricians, and carpenters to ensure completion with set timeframe.
- Created comprehensive schedules with milestones and goals.

Phase 2:

Administer control over all aspects of P&L, rebranding, budgeting, 5-star customer service training, marketing (digital and traditional), new menu, daily operations, book-keeping/accounting, and HR.

- Contributed to achievement of coveted TripAdvisor “Certificate of Excellence” by training, coaching, and mentoring a ‘Rock Star’ team.
- Increased sales revenue and gross sales by providing best-in-class service and effective menu pricing.

Career Note

Economics Coordinator, Kaplan/Northeastern Uni – Beijing, China (2016)

Served as lead Economics teacher, providing guidance on distribution of materials and responding to inquiries regarding from teachers.

Business Studies and Executive MBA Economics, Business, and Communication’s Lecturer/ Teacher, University of International Business and Economics – Beijing, China (2015)

Organized, arranged, created, and administered postgraduate business courses for C-Level executives in a revolutionary programme at the institution.

Additional Experience

Advanced Placement (AP) Economics Teacher, Beijing Royal High School – Beijing, China

Realtor, Coldwell Banker – Scottsdale AZ, USA

Education & Credentials

Master’s Degree in International Business

University of Sydney – Sydney, AU

Bachelor of Science Degree in Business

Western International University – Tempe, AZ,

Licenses & Certifications

Professional Scrum Master™ I Certification Scrum.org | Google Project Management: Professional Certificate – 2022 | Google Data Analytics: Professional Certificate – 2022 | Google Digital Marketing & E-commerce: Professional Certificate – 2022 | Google UX Design: Professional Certificate – 2022 | Westford College of Real Estate – Arizona, USA (Real Estate Agent) | Property and Casualty Insurance License – Arizona, USA | Notary Public –Arizona, USA

Technical Proficiencies

Software: PowerPoint | Word | Excel (Google Sheets) | Outlook | WordPress | Asana | Trello | Adobe XP |WordPress | Figma | Jira |

Other: UX Design | Wireframes | Storyboards | Lo-Fi/Hi-Fi Prototypes | Information Architecture

Languages

English – Native | Spanish – B1 | Chinese – A1