# BPO Lead Manager Resume Template

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**Objective**

To lead and manage your team of experts in off shoring BPO initiatives within the planned budget and timeframe as approved for the project.

**Summary of Qualification**

* Eight years of experience in project management to better harness disparate talents to achieve business objectives
* Excellent verbal and written communication skills in English
* Excellent management, organizing and team building skills for team-based selling.

**Career Experience/Job History**

**2003 – Present:  Systems Integration Project Manager, Atlas Consolidated Construction**

* Assist the Lead Project Manager in the data cabling, installation of IT hardware and networking resources and connectivity with 3rd party telecoms provider are available as committed.
* Provide regular status updates on construction projects throughout the country are in compliance with city ordinances.
* Supervise team members in systems integration work
* Supervise the various resources and 3rd party contractors to ensure consummation of IT projects related to building construction

**1999 – 2003:  Systems Project Manager, SAP**

* Provide client project management support ensuring that all deliverables from SAP are meant within expected timeframes.
* Ensure that project resources are available as contractually committed
* Provided regular project status updates to stakeholders

**Education**

2000 – 2005: Various in-house project management seminars

1993 – 1998: Bachelor of Science in Civil Engineering, University of Saint Mary

**Professional reference will be furnished upon request**