

PROFESSIONAL SUMMARY

Bilingual [Role/Specialty] with 5+ years of experience delivering high-impact solutions for international clients. Expertise in cross-functional team leadership, process automation, and data-driven strategy. Proven track record of improving operational turnaround times by 30% and reducing operating costs across regional operations.

WORK EXPERIENCE

SENIOR PROJECT MANAGER | Global Technology Corporation Bogota / Remote | 2022 - Present

- Led an international team of 12 specialists, delivering 6 enterprise projects on time and under budget.
- Designed and deployed an automated analytics pipeline that reduced daily reporting effort by 85%.
- Maintained 99.4% client satisfaction index across key enterprise accounts in the US and Canada.

OPERATIONS & LOGISTICS COORDINATOR | Regional Logistics Group Bogota, Colombia | 2019 - 2021

- Optimized warehouse inventory turnover, reducing holding costs by \$75K USD over a 12-month period.
- Standardized bilingual operating procedures (SOPs) for customer support and vendor onboarding.

EDUCATION

BACHELOR OF SCIENCE IN INDUSTRIAL ENGINEERING / BUSINESS Graduation: 2018

- Universidad de los Andes / Universidad Javeriana / Universidad Nacional de Colombia.

SKILLS, LANGUAGES & CERTIFICATIONS

- Languages: Spanish (Native), English (Bilingual / C1 Certified - IELTS Academic 8.0).
- Technical Stack: Advanced Excel, Power BI, SQL, Jira, Slack, Salesforce, SAP ERP, Python basics.
- Certifications: PMP (Project Management Professional), Professional Scrum Master (PSM I).