

# WILLIAM DAVIS

Experienced Project Manager | IT | Leadership | Cost Management

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## Summary

With over 12 years of experience in project management, William Davis brings a wealth of expertise in managing complex IT projects, particularly in cloud technology. He has a proven ability to enhance efficiency, having managed a \$2M project portfolio, resulting in significant cost reductions. His proficiency in project management software tools and data analysis complements his strong leadership and creative problem-solving skills.

## Skills

Project Management • Leadership • Cost Management • Cloud Knowledge • Project Management Software Tools • Problem Solving • Excel • Access • Word • PowerPoint • PowerBI • Mentorship • Organizational Skills

## Experience

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|--|-----------------------------------|
| <b>IBM</b><br>Senior IT Project Manager  | New York, NY, USA<br>2018 - 2023  |
| Managed complex IT projects with a focus on timing, functionality, and cost efficiency.  |                                   |
| <ul style="list-style-type: none"><li>Oversaw a \$2M project portfolio resulting in a 15% reduction in costs through strategic resource allocation.</li><li>Initiated and successfully implemented refined processes leading to a 20% increase in project delivery efficiency.</li><li>Managed a cross-functional team of 15 professionals across diverse areas for effective project execution.</li></ul> |                                   |
| <b>Microsoft</b><br>IT Project Manager   | Redmond, WA, USA<br>2014 - 2018   |
| Directed project planning and execution ensuring project goals and requirements were met.  |                                   |
| <ul style="list-style-type: none"><li>Managed a range of IT projects with budgets up to \$1.5M, meeting all project requirements within budget constraints.</li><li>Enhanced communication efficiency by 30% by implementing an advanced project management software tool.</li><li>Executed full project lifecycle management, increasing project completion rate by 25%.</li></ul>                        |                                   |
| <b>Apple Inc.</b><br>Associate Project Manager   | Cupertino, CA, USA<br>2011 - 2014 |
| Assisted in project management tasks, including planning, execution, and status updates communication.   |                                   |
| <ul style="list-style-type: none"><li>Assisted in managing IT projects leading to a 10% reduction in project delivery timeline.</li><li>Implemented a new data analysis methodology leading to a 15% improvement in project tracking accuracy.</li><li>Worked closely with end-users to provide timely and accurate information, improving stakeholder satisfaction by 20%.</li></ul>                      |                                   |

## Education

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|---|-----------------------------------|
| <b>Massachusetts Institute of Technology</b><br>Bachelor's Degree in Computer Science | Cambridge, MA, USA<br>2012 - 2013 |
| <b>Massachusetts Institute of Technology</b><br>Bachelor's Degree in Computer Science | Cambridge, MA, USA<br>2007 - 2011 |

## Strengths

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|---|--|---|
|  <b>Creative Problem Solving</b><br>Utilize creative solutions to tackle challenges, evident in the 20% increase in project delivery efficiency at IBM. |  <b>Strong Leadership</b><br>Experienced in leading and mentoring teams, resulting in highly efficient project execution. |  <b>Efficient Resource Allocation</b><br>Spearheaded the reorganization of resource allocation in projects, resulting in a 15% cost reduction. |
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## Languages

English Native ●●●●● Spanish Advanced ●●●●● Arabic Beginner ●●●●●