Jordan Ellis

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# OBJECTIVE

Dedicated and strategic managerial professional armed with a comprehensive background in project management, leadership, and strategic planning. Passionate about leveraging a robust set of organizational and leadership skills to foster team collaboration, enhance operational efficiency, and drive project success in a challenging and rewarding managerial position.

# EXPERIENCE

## Senior Project Manager

### DEF Enterprises | Seattle, WA Feb. 20XX – Present

Managed budgets exceeding $5 million and led multidisciplinary teams to achieve project milestones. Innovated strategic approaches, optimizing resources, and improving project outcomes.

## Project Manager

### ABC Corp | Seattle, WA Jul 20XX – Jun 20XX

Led a team of 10, coordinating projects and enhancing team productivity and efficiency by 20%. Fostered strong relationships, facilitating improved communication and collaborative strategies.

## Team Lead

### XYZ Inc | Seattle, WA Jul 20XX – Jun 20XX

Streamlined processes, reducing project timelines by 15%. Cultivated a collaborative environment, enhancing team efficacy and project results.

# EDUCATION

## Bachelors in Business Management

### Seattle University | Seattle, WA Jun 20XX

You might want to include your GPA here and awards or honors.

# Skills & Certifications

• Leadership

• Strategic Planning

• Decision-making

• Communication

• Project Management

• Project Management Professional (PMP)

• Certified Business Analysis Professional (CBAP)