





Sarah Hughes

Senior Agile IT Project Manager

CONTACT

 (415) 555-7432

 sarah.hughes@gmail.com

 United States, San Francisco, CA

EDUCATION

Master's Degree in Information Technology Management

University of California, Berkeley,
United States, Graduated: May 2016

Bachelor of Science in Computer Science

University of Texas at Austin,
Graduated: May 2012

Certifications

- **Agile Certified Practitioner (PMI-ACP)**, January 2020
- **Project Management Professional (PMP)**, June 2019
- **Certified ScrumMaster (CSM)**, March 2018

PROFESSIONAL SUMMARY

Experienced and dynamic Agile IT Project Manager with hands-on experience leading cross-functional teams through complex software and infrastructure projects. Skilled in Agile frameworks, stakeholder management, and project delivery with a proven track record of meeting or exceeding project objectives and deadlines.

EXPERIENCE

Senior Agile IT Project Manager

2021 - Now

Tech Solutions Inc., United States, San Francisco, CA

- Lead multiple cross-functional teams to successfully deliver Agile projects using Scrum and Kanban frameworks.
- Collaborate with product owners, business analysts, and developers to create clear project roadmaps and deliverables.
- Utilize JIRA and Trello to track progress, manage sprints, and ensure timely delivery.
- Facilitate daily stand-up meetings, sprint planning, and retrospectives to ensure alignment and continuous improvement.
- Manage client expectations by maintaining frequent communication and reporting progress to stakeholders.

IT Project Manager

2017 - 2021

CloudTech Solutions, San Francisco, CA

- Managed end-to-end delivery of IT projects, from initial concept through to deployment and post-launch support.
- Coordinated internal teams and third-party vendors to implement software and cloud infrastructure solutions.
- Applied Agile and Waterfall methodologies depending on project needs, ensuring flexibility and efficiency.
- Developed project plans, timelines, and budgets while maintaining strict adherence to deadlines and cost constraints.
- Implemented risk management strategies to address project issues proactively.

★ SKILLS

Agile project management (Scrum, Kanban)

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JIRA, Trello, Confluence

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Stakeholder management

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Risk management and mitigation

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Budgeting and forecasting

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