📞 (832) 555-6342

✉ karen.rodriguez@gmail.com

📍 Houston, TX

EDUCATION

Bachelor of Science in Information Systems

University of Houston, TX, Graduated: May 2014

Certifications

- **Certified Information Systems Security Professional (CISSP)-**, ISC2, November 2017
- **Cisco Certified Network Associate (CCNA)**, March 2016

SKILLS

- IT Infrastructure Management
- Cloud Migrations (AWS, Azure)
- Network Architecture & Security
- Project Budgeting & Resource Allocation
- Risk Assessment & Mitigation
- Vendor & Stakeholder Management
- Disaster Recovery & Business Continuity Planning
- Team Leadership & Cross-Functional Collaboration

LANGUAGES

- Spanish (Fluent)
- German (Intermediate)

AWARDS

- Project Manager of the Year – Global Tech Enterprises | 2021
- Excellence in Project Delivery Award – NextGen Solutions | 2019

KAREN RODRIGUEZ

SENIOR IT INFRASTRUCTURE PROJECT MANAGER

PROFESSIONAL SUMMARY

Experienced IT Project Manager specializing in infrastructure and cloud solutions. Proficient in delivering scalable, high-performance solutions that drive business growth while optimizing operational efficiency. Strong leader with a track record of delivering projects on time, within scope, and under budget.

EXPERIENCE

May 2020 - September 2025

Senior IT Infrastructure Project Manager

Global Tech Enterprises / Houston, TX

- Managed cross-functional teams consisting of engineers, system administrators, and third-party vendors.
- Developed comprehensive project plans, including clear scope, timelines, budgets, and resource allocation strategies.
- Ensured adherence to industry standards, security policies, and internal procedures for IT infrastructure deployments.

February 2015 - April 2020

IT Project Manager – Infrastructure

NextGen Solutions / Houston, TX

- Coordinated with internal IT teams and external vendors to deploy enterprise systems that supported business growth and technology modernization.
- Conducted feasibility studies for infrastructure projects, ensuring that objectives were met while staying within budget and on schedule.
- Delivered detailed project documentation and reports to stakeholders, ensuring transparency throughout the project lifecycle.

EXTRACURRICULAR ACTIVITIES

2018 - Now / Tech4Good, Houston, TX

Volunteer IT Consultant

- Provide pro bono IT consulting to non-profit organizations, helping them enhance their digital infrastructure and optimize cloud solutions.
- Lead workshops and training sessions on cloud technology, network security, and data privacy best practices.