IT Project Manager

Jean SIMLER, 40 years old

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☑ Remote Mgmt of Offshore team
☑ PRINCE2 + AGILE certified
☑ Fluent in English

PROFESSIONNAL EXPERIENCE

April 2019 until November 2020 ⬥ at Luxembourg city (Luxembourg)

Docler Holding (E-commerce)

My role was to lead all IT projects related to the Finance Department:
- Maintenance and evolution of the ERP system - MS Dynamics 365.
- Design & implementation of an innovative solution to capitalize software development costs.
- Suppliers selection and contracts negotiation.
- Creation of various IT procedures and policies (related to change management, incident management, four-eyes principles…).

September 2015 until January 2019 ⬥ at Frisange (Luxembourg)

Comex Euro Developments (E-commerce)

Project Manager: Web project management, Remote coordination of an international team (Europe, USA, Russia, China) comprising 20+ people, interacting with various experts (corporate lawyer, tax expert, accountant, logisticians, designers, developers, SEO expert…), Leading the development of an IT system which involves an e-commerce platform, multiple extensions, a custom made ERP, an EDI with a logistics partner...
All the IT developments have been supervised remotely with offshore IT teams.

Day-to-day activities include: Specifications writing, Planning set up, Workload estimation, Meetings & workshops organization, Change management, Supervising a dedicated offshore development team, Reporting, Business analysis (business requirements analysis, comparative analysis, make or buy analysis), Managing project across various departments and entities (including third party suppliers).

January 2012 until Mai 2015 ⬥ at Metz (France)

Pilote Business (Business consulting)
Project Manager: Web & marketing projects management, marketing materials creation, drafting of contractual documents, training of business partners, involvement in the company strategy, remote supervision of 3 people.

Pilote Développement (Web development)
Project Manager: Startup, websites creation, production process development, training of customers regarding CMS use.

Alexis Lorraine, Business creation consulting: interviewing skills, market studying completion, definition of the marketing mix, break-even analysis, choice of company legal status, business plan writing, budget and financial planning, SWOT analysis, financial engineering.

My results in figures:
- 250+ individual interviews to select viable business projects
- 50+ companies created
- 20+ companies management follow-up

April – December 2007 ◆ at Shanghai (China)
March – December 2006 ◆ at Bangalore (India)

The Timken Company, Project Leader Assistant: My role was to undertake a complex project, to work with a self-governing cross-functional team, to study and propose a complete re-design of the distribution logistics for Timken India and Timken China. This involved getting to know and understand products, current distribution logistics and major changes, and the opportunities these changes gave to enhancing the supply logistics. This not only involved working with many people inside the company but also working with the 3PL who was in charge of outsourcing this logistics.

EDUCATION, TRAINING
AND PROFESSIONAL DEVELOPMENT

Ongoing | **Personal Learning – Click here for full list of references**

1 - Personal reading & Audio Books
An Introduction to PRINCE2®, PRINCE2® Foundation Training Manual, PRINCE2® Practitioner Training Manual, SCRUM Revealed, SCRUM QuickStart Guide, AGILE QuickStart Guide, Project Management QuickStart Guide…

2 – Online Courses (MOOC, SPOC…)
Project Management Professional (PMP)® - Full Project Management certification training
Agile Professional Certification Preparation (PMI-ACP)
Prince2 Foundation Training 2009 and 2017
ITIL® v3 Foundations: Fundamentals & Definitions
Managing International Projects
[…]

3 – Certificates
PRINCE2 Practitioner – Percentage Score: 81%
PRINCE2 Foundation – Percentage Score: 90%
Scrum Master from Scrum Institute – Percentage Score: 94%
Scrum Product Owner from Scrum Institute – Percentage Score: 94%

2019 | **HarvardX**
Computer Science 50 for Business Professionals
Online Course by Harvard, 6 weeks

2018 - 2019 | London Business School
Managing the Company of the Future, Grade Achieved: 95,8%
Online Course by University of London & London Business School on Coursera, 5 weeks

2003 - 2006 | Ecole Supérieure de Commerce (Business School)
ESC Troyes represents one of the top French Higher Education groups in the field of management.
ESC TROYES – Master degree
- ➔ Academic semester at the Leeds Metropolitan Business School GB
- ➔ Various professional experiences
- ➔ Specialization: Innovation and Entrepreneurship

2002 - 2003 | English and German
Intensive English course - Wall Street Institute, 3 months
Intensive German course - Benedict Schule in Munich (Germany), 10 weeks

2000 - 2002 | BTS Force de Vente (= HNC in sales)
Lycée Dr Koeberlé - Sélestat

KEY SKILLS

Project Management
Remote Management / Offshore team
Project planning
Complex IT projects
Drafting Specifications
Verification and Validation
PRINCE 2 Practitioner
Scrum Master certified
Product Owner certified

Business oriented
Marketing focus
Contract & Legal aspects
Identifying key issues
Information gathering
Hiring & Training staff
Managing stakeholders
Change management

Computing
Magento: E-commerce Platform
Motiw: Project Mgmt software
WordPress / Moto CMS: CMS
HTML: Basic knowledge
MS Office / Google suite
Ganter : Gant Chart

Personal
Influencing skills
Conflict resolution
Problem solving

Professional
Identifying key issues
Commercial experience
Budgetary control

Linguistic
FRENCH
Native language

ENGLISH Fluent
TOEIC: 920 points

GERMAN
Intermediate level

LEISURE ACTIVITIES & INTERESTS

Passionate about Internet – several Web projects
Personal Investing
Fitness, Nutrition