

Nicole K. MBA

Greater Hartford Region / CT
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PROFILE

Experienced Project Manager with demonstrated ability as an effective leader of multifunctional teams in complex environments developing new products in Insurance, IT and Manufacturing sectors.

EDUCATION AND CERTIFICATION

Bachelor of Science, Mechanical Engineering, University of Virginia
Master of Business Administration, European School of Business, Germany
Project Management Training, Travelers and IHK (Industrie und Handelskammer) Ulm, Germany

KEY SKILLS AND COMPETENCIES

Multiple Project Planning, Tracking & Reporting	Financial Planning / ROI Analysis
Strong Communication & Organizational Skills	AutoCAD Modeling
Project Manager Mentoring	Fluent in German

PROFESSIONAL EXPERIENCE

Travelers, Inc., Project Manager (5 years) Hartford, CT

- Recruited as part of new project management team to champion IT projects for Small Business Sector
- Mentored project managers on project management methodology
- Led interdisciplinary teams with business and IT shareholders within matrix organization
- Conducted milestone meetings, provided status to shareholders from start through implementation
- Worked with teams to define specifications, track progress, resolve issues and launch products

Key Achievements

- Implemented +\$1Mil projects on time and within budget
- Selected to manage high profile sales projects to assess & test viability of new business initiatives

Takata-Petri (5 years)

BMW Account Project Manager Ulm, Germany

- Managed all project phases from inception through to production launch
- Managed a cross-functional team with tracking of budget, schedule, manpower, and quality
- Acted as primary customer contact for all program activities
- Conducted briefings for internal and external representatives
- Wrote proposals, business plans and operating budgets
- Negotiated project contract and contractual changes
- Developed and managed acquisition projects

Key Achievements

- Successfully completed Z4 Project on-schedule, with a budget surplus of 17%
- Built and managed solid customer relationships with representatives at all professional levels

Program Specialist Ulm, Germany

- Evaluated new business opportunities based upon feasibility, cost and company strategy
- Marketed new products and product lines to internal and external representatives

- Organized and chaired weekly status meetings with locations in 2 countries
- Provided customer support on technical questions and with quality matters
- Handled product qualifications and approvals with authorities

Key Achievements

- Relocated to Germany and became fluent in German
- Implemented and maintained prioritization system to quickly and effectively address customer requests, ranging from quality issues to new business inquiries
- Increased internal customer satisfaction rates from red to green within eight months

Product Design Engineer

LaGrange, GA

- Developed side airbag inflators for European, Japanese and American automobile manufacturers
- Responsible for product development and testing, including DFMEA, design and product validations, design reviews and test plans
- Worked within cross-functional teams with production, logistics and quality
- Created product specifications along with our customers

Key Achievements

- Developed and implemented design changes for product standardization within two customer segments
- Selected to help recruit engineering talent and mentor new hires

COMMUNITY EXPERIENCE

Team Manager • Farmington Soccer Club, Farmington, CT

Fundraising Chair • West District School, Unionville, CT