

Mitzy Susan

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Education

Bachelor of Business Management (BBM), University of Texas, Austin, 2006-2009

Master of Business Administration (MBA), Columbia Business School, New York, 2009-2011

Experience

Senior Manager - Nexora Inc., Chicago, IL (2020-Present)

- Leading cross-functional project teams to deliver strategic business solutions
- Overseeing portfolio of enterprise-level transformation projects
- Managing stakeholder expectations and ensuring project deliverables align with business goals
- Mentoring junior managers and coordinating leadership development programs

Manager - Veltrix Solutions, Houston, TX (2016-2020)

- Managed end-to-end project lifecycle for large-scale IT deployments
- Improved internal PMO practices and reporting structure
- Collaborated with clients to refine scope and ensure deliverables were met on time and budget

Assistant Manager - Globex Corporation, Dallas, TX (2012-2016)

- Supported project planning, budgeting, and scheduling activities
- Facilitated daily stand-ups and sprint reviews using Agile methodology
- Coordinated between teams and ensured alignment with project timelines

Skills

Project Lifecycle Management, Agile & Scrum Methodologies, Stakeholder Communication, Risk Assessment, Strategic Planning, Budgeting and Forecasting, Team Leadership, Change Management, PMO Reporting

Professional Summary

Dynamic and result-oriented Project Management Professional with over 12 years of experience in leading high-impact projects across diverse industries. Proven expertise in Agile frameworks, strategic planning, and cross-functional leadership. Passionate about driving innovation and efficiency in global business environments.