

BASSEM MAZLOUM

PROJECT MANAGER

CONTACT



(519) 818-8715



bmazloum@hotmail.com



Windsor, ON N9B 3V6

CAREER OBJECTIVE

A perfectionist and business leader at heart with 20 years of experience in construction, marketing, manufacturing, and IT. Responsible for top and bottom-line growth in many scenarios. Aiming to leverage my abilities to successfully fill the Project Manager role at your company.

EDUCATION

B.A In Graphic Design

Lebanese International University, Beirut

Computer Science

Wayne State University, Detroit

EXPERIENCE

June 2022 - Present

Tech Analyst

CGI, Toronto, Ontario

- Produce resolutions 20% faster than KPI requirement.
- Adhere to company policies and procedures.
- Developed, documented, and revised system design procedures, test procedures, and quality standards.

August 2021 - June 2022

Project Manager

Royalty Homes, Windsor, Ontario

- Organized and led kickoff and status meetings to communicate project expectations prior to project execution.
- Pivoted quickly between tasks, adapting to shifting expectations and client goals.

March 2016 - August 2021

Project Manager

LIMCO, Middle East

- Met 100% of deadlines, taking on multi-million-dollar budgets developing and implementing financial and CapEx strategies to achieve top-line revenue and drive cost reductions.
- Utilized effective strategies and lead the implementation of improved procedures boosting organization by over 10%.
- Maintained large profitable accounts, improving client satisfaction, retention, and loyalty.
- Devised plans and schedules for concurrent projects to meet established deadlines.

SKILLS

Microsoft Office - Microsoft Project - QuickBooks - Team Building
- Project Development - Managing Multiple Projects -
Agile/Waterfall/SCRUM Methodology - Infrastructure Projects -
Budgeting and Resource Management - Information Technology
Management