
Telecom Project Manager Resume

Job Objective

Seeking a position with company in which to exercise my experience and training as a Telecom Project Manager.

Highlights of Qualifications:

- Admirable experience of managing Wireless communication, administering telecom procedures and managing technical issues
 - Expertise working in telecom industry
 - Operational knowledge of signal systems and technology
 - Exceptional knowledge of Fiber Optic and Access networks
 - Remarkable ability to perform troubleshoot on process and resolved issues
 - Ability to lead a team and work effectively in a group
 - Outstanding skills to perform research on internet
 - Good understanding network topology
 - Ability to coordinate, facilitate and direct simultaneous activities
 - Solid understanding of telecom systems and documentation process
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Professional Experience:

Telecom Project Manager

Granite Telecommunications, San Marcos, CA

October 2008 – Present

- Developed plans and schedule for projects and prepared necessary objectives for same.
- Managed all status reports and prepared projects reports for same.
- Assisted customers in resolving all issues and updated project status accordingly.
- Monitored all processes related to project both external and internal resources.
- Determined project budget and recorded all expenses of project to ensure its compliance with scheduled budget.
- Coordinated with external vendors and scheduled projects and estimated costs.
- Identified needs of enhancements to project and updated process accordingly.
- Reviewed work of vendors and ensured timely delivery of materials and resources.

Telecom Project Coordinator

Gallop Solutions Inc, San Marcos, CA

August 2003 – September 2008

- Planned project from conception to implementation and monitored its progress.
- Developed material specifications and scope of works for projects.
- Monitored processes and initiated solutions for reducing cost for projects.
- Managed Project Life Cycle and implemented process on a daily basis.
- Documented all project reports and recorded it for future references.
- Scheduled project and ensured compliance with estimated costs and timeline.

Telecom Project Engineer

Fusion Solutions Inc, San Marcos, CA

May 1998 – July 2003

- Monitored all construction related activities for projects.
 - Managed engineering related activities and ensured its compliance with necessary safety standards and quality issues.
 - Supervised site and performed tests on construction activities.
 - Planned and scheduled project activities and ensured its completion according to schedule.
 - Coordinated with network engineers and performed tests and installations of various telecom systems and associated devices.
 - Reviewed systems and identified areas of quality issues and resolved it appropriately.
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Education:

Bachelor's Degree Communications

Napa Valley College, Napa, CA

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