

Jane Doe

Project Manager City Planner



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◆ Summary

Highly skilled and experienced Project Manager City Planner with over 8 years of experience in urban planning, project management, and team leadership. Proven track record of delivering successful projects on time, within budget, and with high customer satisfaction. Skilled in project planning, risk management, and stakeholder engagement.

◆ Experience

Project Manager City Planner

Jan 2018 - Present

Urban Planning Corporation

New York City, USA

Manage and coordinate urban planning projects, including zoning, land use, and transportation planning. Collaborate with cross-functional teams, including architects, engineers, and contractors to deliver projects on time and within budget.

- Developed and implemented project plans, resulting in a 25% increase in project efficiency and a 15% reduction in costs
- Coordinated with stakeholders, including community groups, businesses, and government agencies to ensure project deliverables met their needs and expectations
- Managed project budgets of up to \$1 million, ensuring timely and within-budget delivery of projects
- Conducted risk assessments and developed mitigation strategies, resulting in a 30% reduction in project risks
- Led a team of 5 project coordinators, providing guidance, training, and performance evaluations

Senior Planner

Jun 2015 - Dec 2017

City Planning Department

Chicago, USA

Developed and implemented comprehensive plans for urban development, including housing, transportation, and community facilities. Collaborated with city officials, community groups, and stakeholders to ensure plans align with city goals and objectives.

- Developed and implemented a comprehensive plan for a 500-acre redevelopment project, resulting in a 20% increase in affordable housing and a 15% increase in community facilities
- Conducted community outreach and engagement, resulting in a 25% increase in community participation and a 10% increase in project support
- Collaborated with city officials to develop and implement policies and zoning regulations, resulting in a 15% increase in economic development and a 10% increase in job creation
- Managed a team of 3 planners, providing guidance, training, and performance evaluations

◆ Skills

Project Management
Urban Planning
Team Leadership
Stakeholder Engagement
Risk Management
Budgeting and Cost Control
Communication and Presentation
Microsoft Office
ArcGIS
AutoCAD

◆ Languages

English	Native
Spanish	Fluent

◆ Certificates

American Institute of
Certified Planners
(AICP)
2015
American Planning
Association
Certified Urban Planner

◆ Awards

Urban Planning
Excellence Award
2018
American Planning
Association

◆ Education

Master of Urban Planning
University of California, Berkeley
Urban Planning

Sep 2010 - May 2012
Berkeley, USA
3.5/4.0

Bachelor of Science in Urban Planning
University of Michigan
Urban Planning

Sep 2006 - May 2010
Ann Arbor, USA
3.2/4.0

Awarded for outstanding
contributions to urban planning
and community development

◆ Hobbies

Reading
Hiking