

MORTEZA REZAEI

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Professional Summary

Experienced Project Manager with a hands-on track record in leading project management initiatives. Supported by a strong background in Industrial Engineering and an MSc in Project Management, I hold certifications like PMP, SAFe 5 Scrum Master, and PSM1, demonstrating my commitment to excellence. Proficient in various project management methodologies, I excel in both Waterfall and Agile frameworks, including Kanban and SAFe, leveraging lean thinking for optimisation. My goal is to drive organisations towards peak operational efficacy, turning potential into tangible outcomes. Eager to apply my expertise in dynamic leadership roles to propel project success and foster growth.

Employment History

Project Engineer - (Consultancy Project) University of Sussex <ul style="list-style-type: none">Stakeholder-Centric Design and Assessment Under Dr. Bell's guidance, apply a systems dynamics approach to fully understand the environmental impact of Shoreham Port's shingle removal process. Employ mind mapping techniques to visually chart the interconnections between shingle removal, noise, air pollution, and their effects on residents.Collaborative Design Thinking with a Sustainable Focus Conduct design thinking workshops with key stakeholders, including Shoreham residents, port authorities, and environmental experts. Use brainstorming sessions to harness creative solutions, and focus groups to delve deeper into the community's needs and perspectives.Front-End Planning and Adaptive Solution Development In the front-ending phase, use brainstorming and causal loop diagrams to create adaptable shingle removal solutions. Concentrate on forming a flexible, community-driven strategy that can adapt based on initial feedback and environmental impact studies, establishing a strong foundation for the project's future phases.	06/2023 to Current Brighton, United Kingdom
Assistant Project Manager/Scrum Master ERP System ParsNikan Auto Parts Manufacturing <ul style="list-style-type: none">Agile ERP Implementation and Team Leadership Led Agile-driven ERP deployment in auto parts manufacturing, emphasising adaptive planning, team coordination, and continuous stakeholder engagement.System Customisation and Process Optimisation Oversaw ERP customization for manufacturing processes; managed budget and resources efficiently, ensuring system integration and process optimisation.Risk Management and Quality Assurance Directed risk management strategies and quality control measures, aligning ERP functionality with business objectives and performance standards.Change Management and Training Development Facilitated change management during ERP transition, developing targeted training programs for user adaptability and system effectiveness.Budget and schedule Management with Stakeholder Communication Managed project budget and schedule meticulously, maintaining regular communication with stakeholders to align expectations and project progress.	11/2020 to 07/2022 Tehran, Iran

- **Strategic Project Leadership and Vendor Collaboration**

Led infrastructure upgrades with strategic planning, integrating effective vendor collaboration and procurement management. Ensured network enhancements aligned with auto parts manufacturing needs, balancing technical requirements with budget considerations.

- **Resource Management and Agile Response to Change**

Managed resources, including technological assets and human capital, adeptly handling project scope changes. Maintained effective stakeholder communication, ensuring project alignment with organisational goals.

- **Comprehensive Risk Mitigation and Performance Evaluation**

Implemented robust risk management strategies and maintained tight control over project financials and timelines. Conducted detailed performance evaluations post-implementation to extract key insights for future project enhancements.

- **Strategic Digital Project Management in Sales**

Directed digital transformation aligned with B2B and B2C sales goals, optimizing the sales process through innovative CRM solutions and website enhancements to elevate customer interaction.

- **Data-Driven Sales Analytics and Performance Monitoring**

Implemented data analytics and KPIs to drive sales-focused decisions, continually assessing and refining the effectiveness of digital sales initiatives.

- **Cross-Functional Team Leadership and Vendor Coordination**

Managed cross-functional teams, including web developers, CRM specialists, and digital marketers, and coordinated with vendors for seamless digital integration. Oversaw testing, training, and phased deployment of digital marketing campaigns for efficient execution.

Skills

- **Project Management Tools** (Microsoft Project, Primavera, Jira, Confluence, Excel, Trello)
- **Strategic Mind Mapping and Visualisation** (Microsoft Visio, Vensim, XMind, Miro, and Canva)
- **Network and server Management** (Active Directory, DNS Server, DHCP Server, VPN Server, NAT Server)
- **Content Management Systems** (WordPress, Joomla)
- **Decision-Making Software** (Expert Choice, Super Decisions)

Certifications

- Project Management Professional (PMP)® - Achieved above-target result in the examination.
- Certified SAFe®5 Scrum Master
- Professional Scrum Master™ I

Education

Master of Science: Project Management (Distinction, Dean’s List (Top 5%))	2023
University of Sussex	Brighton, United Kingdom
Bachelor of Science: Industrial Engineering (Grade A)	2021
Azad University (IAU)	Tehran, Iran

Honours and Awards

- Nominated for the Best Dissertation Award by the Association of Project Management (APM).
- The University of Sussex Business School International Masters Award (2022).
- Recognised as a high-performing student in Project Management at the University of Sussex.