**Maria Ana Romero**

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Professional Summary

Current Technology Project Management graduate student with a bachelor's degree in Management Information Systems, seeking opportunities to advance my career in the IT field with a company that will benefit from my academic training, passion for technology and eagerness to learn.

Skills

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| --- | --- |
| * Project Management / SDLC / Agile * Leadership and organizational skills * Written and Oral communication skills * Business Analysis / Planning / Budget / Invoicing * HTML / CSS / JavaScript / Ruby / Python | * SharePoint / Power BI / JMP / Visio * Advanced Microsoft Office -Excel / Power Point * RDBM, SQL, Oracle, jQuery / MySQL * AWS / GitHub / WordPress / Bootstrap * Bilingual - English / Spanish |

Work History

Project/ Business Administrator, 07/2018 to 07/2020

MCCURRY CONTRACTORS INC – Houston, TX

* Responsible for all aspects of the project including the scope, budget and schedule.
* Assisted with day to day activities including, updating reports, solving problems, communicating with stakeholders, and tracking projects.
* Collaborated with the implementation of new software such as Salesforce and Dochub.
* Created analytical reports using Excel and JMP to support business decisions.
* Developed business documentation including requirements specifications and scope statements.

Education

Master of Science: Information Technology Project Management, Expected in 12/2021

College of Technology, University of Houston

GPA: 4.0

BBA: Management Information Systems, 12/2018

C.T. Bauer College of Business, University of Houston

Member of MISO • Graduated in Top 10% of Class

Projects

**ParkSwap App – Team Lead/Full Stack Developer**, 12/2018

* Worked on the development of web application using Ruby, HTML, CSS, JS, Bootstrap, JQuery, Postgresql, ROR, AWS, and GitHub.

**Resilience Living Connect - Team Lead/Web Developer**, 12/2018

* Developed and designed a new mobile-friendly website for Nonprofit Corporation.