



HARPER LEWIS

Student Project Manager

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PROFESSIONAL SUMMARY

Resourceful Student Project Manager with two years of experience in driving impactful educational projects and fostering collaboration among students, faculty, and community stakeholders. Expert in developing innovative programs that enhance student engagement and promote safe learning environments. Passionate about utilizing project management skills to achieve measurable educational outcomes.

WORK EXPERIENCE

Student Project Manager

📅 Mar / 2024-Ongoing

Blue Sky Innovations

📍 Chicago, IL

1. Managed multi-million-dollar project budgets, ensuring accurate tracking of expenditures.
2. Collaborated with project managers to meet key milestones, aligning resources and schedules.
3. Conducted site evaluations to uphold safety and quality standards across all projects.
4. Applied project management best practices to resolve challenges and ensure project success.
5. Facilitated coordination among team members to maintain progress toward project goals.
6. Developed and implemented action plans for various educational initiatives.
7. Monitored project progress and adjusted plans as necessary to meet objectives.

Student Project Manager

📅 Mar / 2023-Mar / 2024

Summit Peak Industries

📍 Denver, CO

1. Maintained project documentation, including schedules, risks, and issues for effective tracking.
2. Designed an Android application to help students manage individual and group projects efficiently.
3. Ensured user profile management, enhancing user experience and engagement.
4. Utilized cloud storage solutions for secure project data management and retrieval.
5. Developed the application using Java, SQLite, and Firebase, showcasing technical skills.
6. Led engineering projects that focused on innovative solutions for real-world problems.

EDUCATION

Bachelor of Arts in Educational Studies

📅 Mar / 2022-Mar / 2023

University of Education

📍 Chicago, IL

Focused on project management in educational settings, emphasizing innovative strategies for student engagement.

SKILLS

Project Implementation Specialist

Risk Management

Budgeting Skills

Collaboration

Task Delegation

Microsoft Office Suite

INTERESTS

🤿 Scuba Diving 🎮 E-sports
📖 Reading Fiction 🧩 Puzzle Solving

STRENGTHS

📋 Stewardship 👥 Teamwork
🔑 Tenacity 📖 Vision

LANGUAGES

English Arabic Polish

ACHIEVEMENTS

- 🌟 Successfully launched a mentorship program that improved student participation by 30%.
- 🌟 Developed a comprehensive bullying prevention initiative that reduced incidents by 25%.