



UMAIR ZAFAR

IT Project Manager

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[GitHub](#)

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Dedicated and results-driven IT Project Manager with a proven track record of successfully leading and delivering complex technology projects within deadline and budget constraints. Possesses a strong blend of technical expertise and exceptional leadership skills to effectively manage cross-functional teams, align project objectives with organizational goals, and drive business value through innovative solutions. Demonstrates a keen understanding of project management methodologies, industry best practices, and emerging technologies, ensuring the successful execution of projects from initiation to closure.

EDUCATION

Diploma in Artificial Intelligence Computing | PIAIC

2019 – 2023

Courses included Python, Pandas, NumPy, Data Visualization, Exploratory Data Analysis, Data Science, Machine Learning and Deep Learning

HSSC in Humanities | Al-Jawwad Higher Secondary School

2019 – 2021

SSC in Computer Science | Pakistan Education Academy

2010 – 2012

EXPERIENCE

Web Project Manager | [Style Wear](#)

Aug, 2020 – Oct, 2021

- Responsible for planning and overseeing projects to ensure they are completed on time and within budget.
- Developed project scope, proposals, and plans; executed plans through the schedule, capacity, cost, and quality management.
- Create project plans to fit company director needs and deliver within budget on desired outcomes; full accountability for project results.
- Perform project tracking through clear and concise status reports and time management reports.
- Conducted regular project reviews to ensure progress against objectives was on track.
- Collaborated with cross-functional teams to ensure successful project completion.
- Conduct day-to-day project coordination, planning, and implementation across multiple teams.

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 - Plan and designate project resources, monitor progress, and keep stakeholders informed the entire way.
 - Standardized, simplified, and organized project reporting to improve execution.
 - Developed presentations for stakeholders to communicate vision and receive feedback.
 - Aligned goals with executives on scheduling, budgeting, resource management, and style of progress.
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SKILLS

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|----------------------|-------------------------|----------------------|
| • Project Management | • Technical Support | • Leadership |
| • Communication | • Decision-making | • Quality Management |
| • Project Planning | • Cost-Benefit Analysis | • Task Management |
| • Data Analysis | • Frontend Development | • Python |
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CERTIFICATIONS

1. Certified Artificial Intelligence Developer – PIAIC

- Introduction to Artificial Intelligence
- Linux
- Python Programming Language
- Git
- NumPy
- Pandas
- Exploratory Data Analysis
- Data Science
- Machine Learning
- Deep Learning
- Neural Networks
- Amazon Web Services

2. Introduction to Programming Using Python – Microsoft

- Perform Operations using Data Types and Operators
- Control Flow with Decisions and Loops
- Perform Input and Output Operations
- Document and Structure Code
- Perform Troubleshooting and Error Handling
- Perform Operations Using Modules and Tools