**Fatima Javed (TIMA JADE)**

**Email:** Fatimajavedd@outlook.com

**LinkedIn**:[www.linkedin.com/in/tima-jade](http://www.linkedin.com/in/tima-jade)

**Cell: 304-470-7451 / +923244933391**

**PROFILE**

Results-driven computer science professional with a strong background in project management and business development. Skilled in leveraging technical expertise to drive innovative solutions and optimize organizational processes. Proven track record of successfully leading cross-functional teams and exceeding project goals. Committed to delivering exceptional results that enhance business growth and profitability.

**EDUCATION**

**Palo Verde High School**  Las Vegas, Nevada, USA

**Bachelors in Computer Sciences**  Beaconhouse National University

**PROFESSIONAL EXPERIENCE**

**CallYourSupport LLC USA**

Project Manager | Business Development Manager JUL 22 – JUNE 23

* Executed new projects from scratch resolved the loopholes & planned the operations.
* Rescued a failing project & implemented successful turnaround strategies.
* Motivated the development team, fostering a collaborative and productive work environment.
* Managed project timelines and resources, ensuring timely delivery of high-quality products.
* Proactively addressed team challenges through one-on-one meetings, providing valuable insights.
* Recruited, interviewed & hired employees, and trained individuals to ensure success.
* Conducted product training, demonstrations, and consumer awareness initiatives to boost revenues.
* Increased profit margins by effectively controlling budget, overhead and optimizing product turns.
* Coached and promoted high-achieving sales by filling leadership positions with qualified staff and boosted company growth.
* Resolved problems with high-profile customers to maintain relationships and increase return customer base.
* Identified and pursued valuable business opportunities to generate new company revenue and improve bottom line profit.
* Developed proposals, contracts, and procedures to attract clients and streamline operations.
* Created compelling sales scripts according to the targeted audience and their demographics for better productivity.
* Generated new business with marketing initiatives and strategic planning.
* Negotiated and closed long-term agreements with new clients.
* Implemented budget Friendly and effective lead generation process.
* Exceeded sales quotas and increased profitability through effective sales strategy and business planning.

**SKStones USA**

Project Manager AUG 21 – MAR 22

* Proved successful working within tight deadlines and fast-paced atmosphere.
* Participated in team-building activities to enhance working relationships.
* Conducted research, gathered information from multiple sources and presented results.
* Led projects and analyzed data to identify opportunities for improvement.
* Suggested and implemented new features to develop competitive product.
* Promoted successful outcome of web Development strategy by aligning consistent brand messaging and visual designs across digital outlets.
* Improved page content, keyword relevancy and branding to achieve search engine optimization goals.
* Identified technical issues and optimized website for search engine optimization, performance and accessibility.
* Designed highly engaging interactive user interfaces that complied with modern web standards.
* Organized team meetings to resolve technical project issues and review project schedules.

**TJX Companies USA – LAS VEGAS**

Training Program Lead OCT 16 – OCT 18

* Identifying business opportunities by observing prospects & evaluating their position in the industry; researching and analyzing sales options
* Selling products by establishing contact. building rapport with prospect and recommending solutions
* Maintaining relationship with clients by providing support, information, guidance; researching and recommending new opportunities; recommending profit and service improvements
* Preparing reports by collecting, analyzing, and summarizing information

**SKILLS & ABILITIES**

* PROJECT MANAGEMENT SKILLS: Strategic Planning, Communication, Leadership, Time Management, Risk Management, Budgeting, Quality Assurance, Stakeholder Management, Adaptability, Problem-solving, Documentation, Team Building, Continuous Improvement.
* SALES SKILLS: Team Management, Training Expertise, Excellent Communication Skills, Exceptional Negotiating Skills
* COMPUTER SKILLS: Flutter Dart, Firebase, C++, JAVA, Python, Spring MVC, PHP, MYSQL, Visual Basics, HTML/CSS, Six Sigma AI based solutions, Web Designing expertise, Envato market, Jira, Asana, Gantt Chart, Microsoft Project, Trello, Basecamp, Wrike, TeamGantt, Smartsheet, Notion, Slack, Google Workspace, DocuSign.
* PROJECTS:
	+ Developed and Designed Mobile Application - US Market.
	+ Foodies Deliver App – US Market
	+ E-Commerce Projects – US Market
	+ PAK PET SUPPORT; all in one solution for pet owners and vets.
	+ The Home Tv; IPTV – Streaming Services

**ACCOMPLISHMENTS**

* Rescued a failing project & implemented successful turnaround strategies.
* Employee of the year at TJX
* Introduced online and social media selling techniques, increasing the company’s profits by 42%.