

# Aldo Botello

## Project Manager

Computer Systems Engineer



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## WORK EXPERIENCE

### Project Manager - PMO Softtek

07/2020 – Present

*Achievements/Tasks*

- Walmart | PMO
- Agile Planning (Kanban board)
- Team Management
- Meeting minutes, Planning Report, Third Party Users follow up

### Lead Project Manager Atoms eCommerce

09/2019 – 07/2020

*Top 5 eCommerce Agency in CDMX*

*Achievements/Tasks*

- Manage eCommerce Projects
- First contact and follow up with Clients
- Follow up the whole process during the Design, Development, QA and Launch stages
- Kanban board and SCRUM methodologies using Asana

### Project Manager Geek Bears LLC

06/2016 – 09/2019

*CDMX / USA*

*Achievements/Tasks*

- Oversee Web Development Projects, organize them, delegate tasks, communicate with clients
- Manage developers to Implement Websites
- Discuss with Clients their requirements
- Implement strategies to automate web development process
- Manage projects using SCRUM and Kanban board methodologies

## EDUCATION

### Computer Systems Engineering IPN - Escuela Superior de Computo

01/2009 – 06/2016

*Courses*

- SHEC (Sistema Háptico de Entrenamiento para Ciclistas)
- PostgreSQL

## SKILLS

Management

Agile Planning

Team Management

JIRA

Asana

UI/UX

SCRUM

Leadership

eCommerce

Shopify

Wordpress

Web Development

## LANGUAGES

English

*Native or Bilingual Proficiency*

## INTERESTS

Project Management

eCommerce

Entrepreneur

Web Development