

## Karina A. Margiotta

6165 NW 41<sup>st</sup> Drive, Coral Springs, FL, 33067

Mobile: (954) 821-7055

E-mail: [karimargiotta@gmail.com](mailto:karimargiotta@gmail.com)

---

---

### Job Target:

#### **Professional Summary:**

- *Responsible for the effective management of all designated projects and their associated budgets and schedules, including coordinating all deliverables and requirements of the entire cross-functional project team. Ensure all projects are completed according to the underlying contract and to mutually agreed upon timelines of the customers*
- *Telecommunications industry experience.*
- *Experience in Soft Cost, Hard Cost.*
- *Real estate development and wireless network operations, including knowledge of lease terms or contracts and understanding of legal proceedings*
- *Experienced Senior Project Coordinator, Project Manager, Associate Project Manager, Sr. Electrical and Mechanical drafter in Engineering with AutoCAD, Microsoft Office, SAP, SolidWorks, Document Control specialist, Power Point, Microsoft Project, Visio, Excel, and Word.*
- *Strong arts and design professional with an Interior Designer/ Decorator Education.*
- *Experience in Automation manufacturing industry.*
- *High skilled in Electrical Drafting & Project Management with exposure to business development, planning, management, scheduling and customer service.*
- *Ability to prepare and execute complex projects.*
- *Excellent presentation, organization and communication skills.*
- *Proactive, self-motivated, problem-solver professional.*
- *Fluent in Spanish & English*

---

### **Work Experience**

#### **T-Mobile USA**

Telecommunication Industry

05/2020-Present & 01/2019-09/2019

#### **Development Entitlement Manager/ Project Manager – Crown- SBA- ATC- Private Landlord**

- Manage the day to day execution of multiple project from start to End.
- Experience in Antennas, Generators & Small Cell.
- Maintain one or more aspects of a customer deployment on multiple applications, and ensure projects are completed according to mutually agreed upon timeline of customer and the client and in accordance with the client policies and procedures
- Strong experience managing multiple high-complexity projects simultaneously and are experienced in evaluating and communicating project timeline, resource, and cost information to clients and internal teams.
- Manage projects from inception to completion, ensuring that all activities, including contracting, RF design, product/equipment ordering, permitting regulatory, construction, optimization, close-out, and hand-off to ops are effectively and efficiently coordinated and completed on time within budget and in accordance with the underlying contract/LSO
- Follow up milestones for Entitlement, Construction, Integration & On-Air.
- Vendor management
- Organizes and facilitates all project meetings with clients.
- Project documentation status, Change orders and timelines.
- Experience managing client meetings Knowledge of all aspects of leasing, zoning, and regulatory compliance related to real estate development and wireless network operations, including knowledge of lease terms or contracts and understanding of legal proceedings
- Attend customer deployment meetings to provide customer with comprehensive job status reports and resolve any conflicts or issues that arise
- Develop accurate project plans for all assigned projects, modify as needed and direct close-out of completed jobs including the receipt of all required documentation
- Ensure all documentation are completed for entitlement on time (Design, CDs, Building Permits, NTPs, etc.)
- Responsible for forecasting Project Management Tool dates (e.g., initial forecast, updated forecast)

## Karina A. Margiotta

6165 NW 41<sup>st</sup> Drive, Coral Springs, FL, 33067

Mobile: (954) 821-7055

E-mail: karimargiotta@gmail.com

---

---

### Crown Castle

10/2019- 05/2020

Telecommunication Industry- Small Cell

#### Project Specialist/ Project Manager

- Translate customer orders into workable projects within CCI PM tools & applications
- Understand customer scope of work, goals, project timelines and expected run rates
- Drive resource and logistical needs to stay ahead of project requirements
- Attend deployment customer meetings as a subject matter expert (SME) for CCI
- Ensure Crown Castle and customer systems are maintained with accurate and reportable data
- Report project status against commitments and keep customer and stakeholders informed
- Resolve conflicts and drive issue resolution with customer and all stakeholders
- Own financial accountability across all individual and collection of assigned projects
- Manage scope creep and other work order changes according to contractual practices
- Escalate issues through internal lines of business and with customer management hierarchy
- Ensure all documentation are completed for entitlement on time (Design, CDs, Building Perm its, NTPs, etc.)
- Responsible for forecasting Project Management Tool dates (e.g., initial forecast, updated forecast)

### ABB, Inc. Engineering

06/2010-12/2018

Electrical Engineering Company focused in Protection and Control.

#### Project Manager

- Strong experience managing multiple high-complexity projects simultaneously and are experienced in evaluating and communicating project timeline, resource, and cost information to clients and internal teams.
- Responsible to organize interdepartmental meetings to present the advancement of projects to develop communication processes in conjunction with other departments assistants for consistency and clarity.
- Familiar with bidding system finding new market opportunities.
- Identify, manage and execute day to day operational, Scope and chance needed of requirements of the customer.
- Work closely with Sales Executives and independent manufacture's in support function process.
- Manage Projects for Parts outsourcing, Products transfer to other factory locations.
- Manage (Demo Racks) solutions based in customer needs, engineering designs & dates lines.
- Coordinates orders with Sales and Marketing Departments for Complex Projects.
- Track project internally and distribute to inside or outside Sales to create proposals/ solution.
- Using Gate Model by preparing checklist for each department.
- Organized and coordinate from the start to end, following company safety rules and quality requirements.
- Perform project development and coordination.
- Prepare spreadsheets, reports, documentation & presentations for STECO. (Upper Management)
- Maintain documentation updated with database access.
- SAP: Load material, Manage BOM, PO, Req., Service orders.

#### Sr. Electrical /Mechanical Drafter

- Preparing drawing base in Engineering Change request for Engineering Department.
- Create and update Mechanical and electrical drawings in SolidWorks and AutoCAD.

#### Document Specialist

- Documentation coordinator. Create & Manage engineering documentation, ECR/ECO, with include drawings, A/M/T/D Specs, Test Forms, Record Books, Work Process.
- Consolidate all Engineering drawings, electrical schematics, gerber files, A-Specs, M-Specs on database, AOD.
- Works in Product Transfer by sending drawings, gerbers, updated AVL, Standards and BOM to Products new locations.
- SAP: Load material, Manage BOM, PO, Req., Service orders.

## Karina A. Margiotta

6165 NW 41<sup>st</sup> Drive, Coral Springs, FL, 33067

Mobile: (954) 821-7055

E-mail: [karimargiotta@gmail.com](mailto:karimargiotta@gmail.com)

---

---

### Sr. Electrical Design Drafter for Relay Services

- Create Circuit Schedule & Interface Tables for Relay Services Design Engineer.
- Capable of design external and internal wiring for the building, terminal cabinet and panels.
- Responsible for preparing complex electrical drawings and layouts of protection and control systems. Drawings include Single and Three Line AC Schematics, AC & DC Schematic Diagrams, Switchboard Panel Assembly Layouts, and Wiring Diagrams.

### Cabitech

Design company focused on residential & commercial projects.

2004 – 2010

Deerfield Beach

### Designer and drafter:

- Responsible for the development of the project based on customer needs.
- Design kitchens, Wall units, and furniture.
- Prepares drawings and presentations for customers.

### Interior Designer/ Decorator Residential and Commercial – (Self)

2012-2015

ABB Inc. (Coral Springs, FL - 2013) - Office space, Lobby, Training Room, Conference Rooms, Cafeteria, Bathrooms.

Mersen (Newbury Port, MA- 2015) – Conference Room, Cafeteria, Lab, R & D Office)

- Implement plans & designs and furnish the interiors of high end residential and commercial projects.
- Responsibilities: CD Drawings, Calculate the specifications and cost of materials for construction.
- Select design components to create a unique and purposeful space.
- Prepare sketches and documentation for client presentation.
- Coordinate with vendors and Contractors.

---

## Education

ABB Global Associate Project Manager Certification

ABB University (2017) USA

Strategy Ex – Project Planning Analysis and Control (PPAC)

ABB University (2017) USA

Project Management Professional (PMP)

Broward College (2016) USA

Interior Decorator Career Program

Penn Foster University (2004-2006) USA

Interior Designer

ABM Superior Institute (1988-1992)- Argentina

## Courses & Seminars & Certifications

- Advanced AutoCAD
- SolidWork 2014
- Six Sigma (White & Yellow Belt)
- Project Manager Training ABB Gate Model
- Project Manager Applications

## Special Skills:

Proficient in Microsoft Project, AutoCAD (+3D), VP Studio, Creo, Photoshop, Revit (beginners), MicroStation V8i, SAP, Internet and entire MS Office, Word, Excel, Power Point, Adobe, Visio etc. InDesign, Photoshop, Corel Draw, Sketchup, Vray, Outlook, Lotus Notes, Element, CLIQ, DocuSign, QuickBooks, PMT, JDE Sprint Vision, Magenta Build, Salesforce.

Reference upon request