

KHADIJAH WILLIAMS

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PROFESSIONAL SUMMARY

Product Manager who drives the direction of product development and progress. Experience working beside managerial and technical teams to accomplish short and long-term project goals. Experienced managing budgets and monitoring project costs for numerous projects. 6 years in Human Design, 3 years in product ownership. Certified in Project Management, UX Design, Salesforce Cloud Admin and Salesforce App Builder.

SKILLS

- Progress Monitoring
- Stakeholder Relations
- Product Development
- Critical Thinking
- UX and UI Design
- Microsoft Office
- Data Analytics
- Quality Control Standards
- Backlog Management
- Sequence Diagrams
- Agile Framework
- Scrum Methodology

RELEVANT HISTORY

Agile Product Owner | GMS TEK LLC *08/2022 - Current*

- Manage implementation of new features by outlining plans and specifications such as how, where and when each component would work.
- Identify changes in project scope and modify job schedules accordingly.
- Own and prioritize more than five product backlogs of physical and digital project/ products, increased productivity.
- Oversee 40% of all digital product deployments from vision and creation to rollout and delivery.

Lead UX Researcher | Burger King *08/2021 - 05/2022*

- Increased team efficiency by using Agile coordination and planning skills to achieve results according to schedule.
- Enhance working relationships between 24 employees by leading scrum

meetings and creating transparency at work.

- Used critical thinking to break down problems, evaluate solutions and make decisions.
- Quickly learned new skills and applied them to daily tasks, improving efficiency and productivity.

UX/UI Designer | Sedgwick Claims Management

03/2020 - 08/2021

- Collaborated with teammates to deliver valuable features meeting business and customer needs.
- Devised site maps, user flows, wireframes and mockups for designs based on proven methodologies, stakeholder requests and end-user feedback.
- Analyzed existing interfaces to detect user pain points, recommended design changes and iterative updates to Sr. Designers.

EDUCATION

Miami Dade College - Miami, FL

Bachelors: Accounting And Computer Science