

# Khadijah Williams

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## Career Objective

**Experienced Product Owner** with a **6+ year** track record in **driving digital product innovation** and **successful project management**. Adept at collaborating with **diverse cross-functional teams to conceptualize, develop, and deliver impactful digital solutions**. Possesses a **strong analytical mindset and a process-oriented approach**, focused on optimizing **product development** cycles while **consistently delivering exceptional user experiences**.

## Relevant Work Experience

### **Product Owner - GMS TEK LLC, Miami, FL** *04/2022 – 05/2023*

- Managed product backlogs and prioritized features based on business value.
- Collaborated with cross-functional teams in an Agile environment to deliver successful products.
- Facilitated sprint planning, daily stand-ups, and sprint reviews to ensure project milestones using (Jira and Microsoft Teams) were met.
- Employed strong knowledge of supply chain management principles to optimize inventory levels and enhance fulfillment strategies.
- Leveraged web analytics tools, such as Google Analytics, to track user behavior and performance metrics, providing valuable insights for data-driven decision-making in the development and optimization of digital products.

### **Asset Management Project Coordinator - Cartegraph, Remote** *08/2020 – 05/2022*

- Led and coordinated cross-functional projects, ensuring timely completion and alignment with strategic objectives.
- Managed project timelines, resources, and deliverables, ensuring projects met quality standards.
- Played a role in integrating new systems or technologies into existing workflows, ensuring smooth transitions and user adoption.
- Utilized data analytics tools to extract insights from supply chain data, aiding in decision-making and strategy development.
- Presented data-driven recommendations for improving inventory management and logistics operations and reduced inventory holding costs by 15% through process optimization.

**UX Design Consultant - Publicis Sapient, Remote 03/2018 – 08/2020**

- Designing user-friendly interfaces for mobile or web-based telecommunication applications, ensuring ease of use for customers.
- Conducted stakeholder meetings, gathered feedback, and presented product updates and demonstrations.
- Participated in relevant courses, workshops, or certifications related to supply chain management, Agile methodologies, or ERP systems.
- Applied principles of user-centered design to create products that cater to the needs, goals, and pain points of users involved in the supply chain and logistics processes.

**Volunteer:** Project Coordinator at W Miami Hotel – Miami FL 2021- Current

**Skills**

Supply Chain Management Knowledge	Leadership/Training
Product Ownership	Data Analytics
SAP/ERP Experience	Change Management
Communication Skills	Continuous Learning
Problem-Solving Abilities	Process Improvement
Project Management (Agile)	Usability and A/B Testing
Organizational Skills	Information Architectures
Microsoft Office Suite	Human Design
Collaboration and Interpersonal Skills	Journey Mapping

**Education:**

Bachelor's Degree in Accounting Technology/ Management – Miami Dade College, Miami FL

Certified Salesforce Admin, Certified App Builder – Salesforce

Certified in Human Design Thinking – Georgia Tech University

Certified in UX Design, UI Design – Miami Design Institute

Certified Scrum Master – Coursera