

Full Name

Email: your.email@example.com

Phone: (123) 456-7890

LinkedIn: linkedin.com/in/yourprofile

Location: City, Country

PROFILE

Motivated and results-oriented Business Manager with extensive experience leading teams, improving processes, and achieving key business objectives. Strong analytical, organizational, and communication skills, seeking to leverage expertise to drive business growth and operational excellence.

PROFESSIONAL EXPERIENCE

Business Manager *ABC Corporation* Jan 2020 – Present

- Lead cross-functional teams to implement strategic initiatives, resulting in 20% revenue growth.
- Oversaw budgeting, forecasting, and financial analysis to optimize business performance.
- Developed and maintained strong client relationships, securing key partnerships.

Operations Manager *XYZ Ltd.* Mar 2016 – Dec 2019

- Streamlined operational processes to reduce costs by 15% while maintaining quality.
- Managed a team of 12 staff, providing mentorship and professional development.
- Implemented KPIs and performance metrics to evaluate and improve team output.

EDUCATION

MBA, Business Administration University Name 2014 – 2016

BSc, Management College Name 2010 – 2014

SKILLS

- Strategic Planning
- Team Leadership
- Financial Analysis
- Process Improvement
- Negotiation
- Project Management
- Communication
- Client Relations

CERTIFICATIONS

Certified Project Manager (CPM) – Issuing Organization, 2018

Six Sigma Green Belt – Issuing Organization, 2017

LANGUAGES

English (Native)

Spanish (Fluent)