

# AFIFEH HOSSEINI

## Project manager/ Scrum master

I am an Agile-focused project manager with 5 years of experience directing projects from ideation to successful launch, as well as a good background in frontend development. I am an expert in cross-functional team leadership, Scrum, Kanban, and XP methodologies, as well as resource allocation. I have a proven track record of completing projects on schedule and within budget. I'm skilled at using technical knowledge to enhance project execution, troubleshoot barriers, and guarantee projects meet standards.

## EXPERIENCE

### PROJECT LEAD & FRONTEND DEVELOPER

AHDESIGN

DEC 2022-PRESENT

Managed multiple web application projects, emphasizing performance optimization, UI/UX, and cost management.

- Used Agile/Scrum approaches to manage cross-functional teams of developers, designers, and marketers, resulting in seamless collaboration and excellent communication.  
Led SDLC for multiple web applications, and developed progressive web applications (PWAs) with native-like functionality for desktop and mobile.
- Optimized budget by 10% through strategic planning and creative solutions, including efficient operations and infrastructure costs.
- Increased customer satisfaction significantly.
- Improved user experience (UI/UX) and ensured consistent app functionality across all devices.

### SOFTWARE DEVELOPMENT MANAGER

OPENSOFIA FOUNDATION

OCT 2021- DEC 2022

I combined my project management experience and front-end development talents to deliver engaging web experiences. I directed the whole development life cycle, including planning, designing, developing, testing, and executing.

- Implemented agile Scrum and Kanban methodologies for successful project management, resulting in better cooperation and communication.
- Improved website speed by 3x all while improving readability, user-friendliness, accessibility, and SEO.
- Ensured cross-device and cross-platform compatibility to provide a consistent user experience.

## CONTACT

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## EDUCATION

- Master of Information Technology Management  
[Payamnoor university of Iran](#)
- Bachelor of Science in Mathematic  
[Payamnoor university of Iran](#)

## SKILLS

- Communication
- Leadership
- Organization& Planning
- Time Management
- Problem-Solving and Adaptability
- Risk Management
- Negotiation
- Critical Thinking
- Scrum Master
- Facilitation& Conflict Resolution
- IT project lifecycle phases (SDLC).
- Agile Methodologies: Scrum, Kanban, Lean, XP.
- Change Initiatives

## PROGRAMMING LANGUAGES & OPERATING PROFICIENCY:

- Python, JS, Html, CSS, React
- UI/UX, SQL

## PROJECT MANAGER & FRONTEND DEVELOPER

NURIDENT

FEB 2020 – SEP 2021

I managed a cross-functional team of marketing, sales, and IT specialists to exceptional success.

- By implementing Agile approaches and promoting effective communication, I achieved seamless teamwork and successfully addressed issues.
- Led a two-year healthcare effort that resulted in 33% cost savings while tripling client numbers through focused advertising campaigns, customized websites, and improved user experience (UX).
- Reduced operational costs through efficient website maintenance, process automation, and proactive supplier contract negotiations. Successfully lowered marketing costs without sacrificing effectiveness.
- Increased efficiency by streamlining procedures using CRM technologies and automation, resulting in better operational time management.

## EDUCATIONAL MANAGER - HEAD OF DEPARTMENT

### ASSISTANT

HORMOZGAN UNIVERSITY

NOV 2003 -SEP 2018

Optimized College Operations & Student Support focusing on forward-thinking and use of technology:

- Harmonized administrative systems and streamlined procedures, boosting efficiency and consistency across departments.
- Optimized operations, identified and addressed areas for improvement, enhancing departmental effectiveness.
- Ensured data integrity and accessibility by meticulously managing and maintaining departmental databases.
- Fostered collaborative problem-solving, resolving errors and concerns for students, faculty, and staff with a team-oriented approach.
- Tailored course schedules to individual needs, optimizing timings, locations, and instructors for student and faculty success.
- Managed and scheduled final exams, ensuring smooth and organized administration.
- Improved accessibility: Reorganized information architecture for intuitive data retrieval by all stakeholders.
- Streamlined final exam scheduling and administration, including online proctoring tools, leading to a 20% increase in on-time exam completion and reduced stress for students.

### Project Management Technology& Tools:

- Jira, Trello, Click Up, Notion, Miro, G-suit, Microsoft Project.
- Gantt charts, Burn-up and Burn-down Charts, Risk Matrix.
- Microsoft Office Suite: Word, Excel, PowerPoint.

### STRENGTH

- Agile Project Management.
- Team Leadership
- Analytical and problem-solving skills
- communication and stakeholder management
- A solid grasp of web development technologies, frameworks, and content management systems.
- Adaptability
- Risk management