

## Mónica Morales Zaga

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**Personal Profile:** A responsible, high performing professional with abilities as developer, analyst, and project manager with drive, enthusiasm, initiative and the ability to work well in teams, under pressure and able to prioritise to ensure deadlines.

### Professional Experience:

#### **ROBOTICS INSTITUTE FOR DEPENDENCY**, Sitges, Barcelona, Spain

*June 2016 to present*

- Preparation of reports based on a sample of 20 hospitals and nursing homes from Spain with the aim of a future development of a software which permits the labor inclusion of people with disabilities in laundry services.
- Use of Choregraphe software in the preparation of activities with NAO robot. These activities are addressed to residents with disabilities of Ave Maria Foundation in Sitges.

#### **STEM After School Academy**, Silver Spring, Maryland

*January to June 2016*

- Provided training in electrical circuit theory and practice to middle and high school students in Montgomery County Public Schools of Maryland.
- Organized teams to build, program and redesign autonomous robots (Boe-Bot robot - Parallax Inc.)
- Organized programming competitions for students.

#### **CENTER TEPEYAC WOMEN'S CENTER**, Silver Spring, Maryland

*December 2014 Sept 2015*

##### **ASSISTANT MANAGER**

- In charge of the execution of daily updates of information and generation of reports (financial contributions, receipts and mailings) through use of CenterPiece™ manager solution eKyros.
- Managed the register of donations.
- Monitored events for fundraising campaigns.

#### **TARRAGONA PORT AUTHORITY**, Barcelona, Spain

##### **BUSINESS ANALYST CONSULTANT**

*July 2013 – January 2014*

- Served as point of contact for requirements questions from all team members - RR.HH and Finance departments of Tarragona Port and Grupo Castilla (solution's provider of Qlick View).
- Managed workflow and supervised over 5 consultants for the implementation of dashboards using Qlick View.
- Successfully achieved of 90-day implementation model of Datawarehouse for data transformation (**Oracle database - ETL - MySQL**) and KPIs together with Grupo Castilla for Tarragona's Human Resource department.
- Achieved of reduced lead-time by over 50% of the annual cost report of the RRHH and Finance department.

#### **MED-PCS project. Sponsored by Europe in the Mediterranean (MED programme).**

*March – August 2013*

##### **PROJECT MANAGEMENT CONSULTANT**

- Led coordination of meetings together with the Tarragona port I+D department. Supervised the collection of documentation of the partner members from Napoli University (Italy), Bari Port Authority (Italy), Cartagena Port Authority (Spain), The Aegean University (Greece) and Igoumenitsa Port Authority (Greece).
- Led, prepared and monitored international technical meetings reviews for corporate-level management documenting project status, performance, and pending project's duties.
- Achieved the integration of documents such as **EDI** (Electronic Data Interchange), **GIS** (Geographic Information Systems), **IMO** International Maritime Organization and papers related to European maritime laws and port e-services for the developed of first phases of the project.
- Achieved the full approval by part of the members of Project MED-PCS of the proposal of standardizations in the Cargo Manifest and Vessels schedules for the implementation of the communication system pilot among PCSs.
- Followed up and monitored the proposal of enhancing functionalities such as use of digital certificate for the authentication in single windows, implementation of paperless release service for the exportation and authentication of the stakeholders of PCS using Active Directory.
- Achieved on time the first and second from 5 certifications of the MED-PCS Project required for MED programme.
- Supervised the proposal of the design of the web page of the project.
- Participated on behalf of IT department together with I+D and Finance department in finance meetings for the follow up of budgets in the phases of MED-PCS Project.

## **AMSOCONSULTING, Barcelona, Spain**

### **PROJECT LEAD CONSULTANT**

*April 2007 – March 2010*

- Designed and developed all policies, process and procedures for the phases of implementation of NOTILUS. It is an expense management software program from Dimo Software - France which implements workflows for the approval of expense reports. <http://www.dimosoftware.fr/>
- Successfully achieved of the implementation of NOTILUS software in 5 companies: Planeta de Agostini, Grupo Esteve, Arbora & Ausonia, BricoDepot and Quimidroga.
- Achieved the developed and customized interfaces for ERPs such as SAP and others in Grupo Esteve (Quimical company), BricoDepot and Arbora & Ausonia.
- Added value to the data upload process with the implementation of DTS in SQL Server 2000 and 2005 (SSIS-Integration Service) by formalizing all load processes into an integrated database

## **DMS PERU, Lima, Perú**

*January 2003 – September 2006*

### **PROJECT LEAD CONSULTANT**

- Promoted to group lead directing full-time employees at client site in the implementation of VisualAssist XXI software. It is a software program which reports employee attendance records from Electronic Employee time clocks.
- Played key role in design and execution over 5,000 technological requirements through a multi-year project life cycle in companies as Kraft Peru, Nestle Peru, Honda, BASF Peruana and private and public hospitals.
- Improved the call center turn, around project resulting in reducing caller waiting time, improving call response times of customers.
- Analyzed corporate business processes to develop customized solutions of this software, reduce costs, improved performance within a given budget.
- Led planning, analysis and other project meetings throughout product life cycle (PMI methodology). Developed test inspections and conducted interviews and developed business cases to implement process changes.
- Developed training materials and instructed clients on new processes and procedures.

## **Education & Qualifications**

**Accounting and Finance certificate**, School of Business Administration EAE, Barcelona - Spain, 2008

**Master's degree in Project Management**, Ramon Llull University, Barcelona - Spain, 2008

**Bachelor's Degree in Systems Engineer**, University of Lima, Lima - Perú, 2000

## **Professional Skills**

- Programming language: Java, Java script, HTML5, VStudio 6, Vbscript, Abap IV, Centura Builder, C#, C++
- O.S: Linux (Fedora distribution), Unix
- Web site editor: Dreamweaver.
- IDE: Android Studio, Eclipse, Visual Studio 2010
- Business Intelligence tool: Qlik View
- Project Management Methodology: PMI
- ETL Tools: Kettle - Pentaho, Data Transformation Services - SQL server 2000- 2005
- Relational database management system: : SQL Server 2000, 2005, Oracle 8i, 9i, 10i, DB2, Informix
- ERP: SAP (module: FI)
- Unified Modeling language: UML
- Tools of Version Control: Subversion, CVS
- Complete Microsoft Office suite of programs including Microsoft Project and Visio.

## **References**

Joan Oliver. Research manager. Robotics Institute for Dependency. Telephone: +34 938 948646

Santos Martínez. CEO. Portel Servicios Telemáticos. S. A. Telephone: +34 97723874 / +34 630 074315

David Gonzalez. Chief of system department. Tarragona Port Authority. Telephone: +34 977 259 400