

CELINA STEINS

CERTIFIED AGILE PROJECT MANAGER (PMI-ACP®)

OWNER

Websites4BC Inc. 06/2019 - present (DBA since 2019, incorporated in March 2023)

- Digital project management/website services and online optimization for small business owners in BC, the UK, Germany, the US and Canada
- Successful launch of over 20 mobile friendly websites and social media accounts incl. SEO and instant analytics to drastically increase the customers online audience and ROI's from online appearances
- 7+ years of web design including HTML, CSS and expert knowledge in Content Management Software use, such as Wix

INTERMEDIATE PROJECT MANAGER/BUSINESS ANALYST - AGILE AND SCRUM/DEVOPS

TechGuilds Consulting Inc. (Remote - Toronto, CA) 06/2022 - 03/2023

- Facilitated regular Scrum meetings and managed and staffed a team of over 10 developers
- Hosted kick-off meetings for Sitecore upgrade- or support projects with clients and stakeholders as well as weekly client status calls
- Managed budget of software support projects, using Atlassian's Confluence and Jira cloud software
- Utilized Jira to track team progress, identify bottlenecks, impediments or roadblocks, and remove them, to create the efficient collaboration of team members and gain back productivity for the success of the sprints
- Provided WBS, Scope and managed time logs of employees, reported regularly to executive management and clients Developed work plans based on project requirements
- Managed clients requirements as Scrum Product Owner and BA in the Jira Backlog

PROJECT MANAGER - AGILE

Falcon Software-Company Inc. (Remote - Victoria, CA) 06/2021 - 06/2022

- Successfully managed redesign and website launches for international enterprise clients using Kentico
- Consultation and extensive knowledge sharing in CMS and CRM systems and support of integrations for clients
- Managed software upgrades, supported projects and optimizations for e-commerce clients
- Worked with BC government entities, facilitated Agile meetings and status calls
- Consulted on design strategies, online marketing and web presence. Managed team of freelance designers and developers

PROJECT MANAGER - AGILE AND SCRUM

Kuehlhaus AG (Remote - Mannheim, GER) 09/2020 - 06/2021

- Successfully managed the website redesign, upgrades and the launch of digital enterprise projects in Wordpress, Oxid, and Sitecore. Provided project roadmaps and implemented QA processes
- Provided forecasts, managed budgets, analyzed risks and managed resource allocations of large projects while facilitating agile team meetings and applying agile methodologies
- Managed relaunch for large enterprises using CMS software in GER and the DACH region including budgets of over 60k each and ecommerce projects of up to 1 million and teams of over 20 people
- Successfully managed ecommerce projects, with offering UI/UX user experience services, offering consultation for campaign workflows and overall digital presence, and managing the development teams during upgrades
- Applied extensive knowledge of project management like discovery, definition, design, development and deployment phases of projects as well as establishing WBS, scopes, estimates and quotes as well as outstanding client support

EDUCATION

Master of Business Administration, Vancouver Island University, Canada (2011-2013)

Master of Science in International Business, Vancouver Island University, Canada (2011-2013)

Bachelor of Arts in International Journalism, Hochschule Bremen, Germany (2007-2011)