



Flore Tabele

Bilingual IT Project Manager



Summary

- Bilingual (French - English) Project Management professional with expertise in technology, business processes, change management, and operations. Excellent communicator, skilled at liaising with external agencies, partners and internal teams. Problem solver with a process driven and analytical mind. Avid learner, experienced with agile project management tools such as Jira, Trello and Rally.



Experience

2017-03 - present

- Bilingual IT Project Manager**

Red Hat Inc.

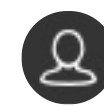
- Manage project tasks and resources
- Schedule and execute projects kick-off
- Leverage traditional or Agile project management concepts and tools
- Coach project teams to achieve Agile proficiency
- Maintain all processes, approvals, and system tools for project tracking and forecasting
- Liaise with customer's project team to ensure tasks are properly tracked and on schedule
- Mitigate project risks and blockers
- Identify and escalate issues
- Ensures constant communication on progress to all stakeholders

2013-09 - 2017-02

- Bilingual Account Manager**

Red Hat Inc.

- Acted as an advisor for senior IT and business executives of key accounts to create long-term partnerships
- Assisted with new initiatives within key accounts to establish proof-of-concepts and pilot implementations
- Executed the account planning process with the extended team
- Managed weekly, monthly and quarterly forecasts
- Worked closely with account solution architects to identify key projects and programs with my account base
- Generated new business opportunities and sell Red Hat solutions and services across Canada
- Met assigned sales quotas by growing existing relationships
- Supported field sales account managers providing quotes , pricing and responding to sales enquiries
- Worked with finance, bid desk, legal, and operations departments across North America to facilitate deals and make sure all needed information is provided to close the opportunities
- Worked with channel partners to increase business and streamline sales operations



Personal Info

Phone

6472825404

E-mail

flore.tabele@gmail.com

LinkedIn

linkedin.com/in/floretabele



Languages

French



English



Spanish



Certificates

Certified Scrum Master



Skills

Project Management



Agile Projects



Cross-functional team communication



Multi-geography teams coordination



Change Management



Problem Solving



Coaching



Software

Jira



Rally



2012-09 -
2013-08

● **Bilingual Enterprise Inside Sales Account Manager**

SHI International Corp.

- Provided consultation to customers (procurement, VP and C-level) regarding their IT environment
- Acquired accounts by outbound calling and planned strategic marketing
- Leveraged vendor/distribution channel partnerships to generate best gross margin
- Liaised with internal departments to ensure seamless and efficient transactions
- Translated and proofread sales and marketing documents

Trello



Salesforce/PSA



 **Interests**

Guitar

Woodworking

Welding

Languages

2011-01 -
2012-08

● **Bilingual customer relations specialist**

CCH Canadian Ltd.

- Monitored service quality and customer satisfaction
- Wrote observation based recommendation reports for the marketing team
- Solved billing, product, and customer satisfaction issues
- Proofread and maintained the coherence between the French and English websites
- Assisted with content translation for the marketing team

2011-06 -
2012-05

● **Freelance Strategic Marketing Consultant**

Emploi Toronto

- Lead industry and competition studies
- Defined strategic positioning and sales goals
- Developed the Marketing Mix
- Made operational recommendations for the externalization of the organization – budget, website requirements, communication campaign planning, marketing and communication tools
- Developed the business case with ROI justification and feasibility study

2007-12 -
2009-08

● **Junior Product Manager**

AG2R

- Coordinated and designed promotional, sales, and training material : brochures, PowerPoint presentations, Training
- Initiated product development and augmentation strategies.
- Lead industry and competition studies
- Coordinated the Website updates and improvements : determined the graphic and technical requirements, created briefs for the external web agency
- Provided product and sales support to account managers

2006-10 -
2007-04

● **Communication and Partnerships Coordinator**

Global Compact Corporate Relations (Student Association)

- Provided member organizations with operational recommendations for the implementation of their Corporate Social Responsibility strategy
- Organized meetings and business fairs from inception to completion
- Created and coordinated communication tools : newsletters, press releases, brochures, direct mail
- Prospected potential private and institutional partners
- Successfully negotiated and implemented strategic partnerships with two companies and the Chamber of Commerce of Marseille (France), increasing the association visibility and impact



Education

2015-09 -
2016-04

- **Certificate of Operations & Supply Chain Management**
University of Toronto – School of Continuing Studies, Toronto, ON

2006-09 -
present

- **Master of Science in Management**
Kedge Business School, Marseille (France)
Includes one exchange term in the MBA program at McMaster University,
Hamilton, ON

2004-09 -
2006-06

- **Classe Préparatoire HEC**
Lycée de St Just, Lyon (France)
2 year post-secondary highly selective program to enter business schools