

# Natalia Potter

📞 (704) 555-7632 ✉️ natalia.potter@example.com

🌐 linkedin.com/example/nataliapotter 📍 Charlotte, NC 28203



## SUMMARY

Project management professional with eight years of progressive experience delivering **power services**, monitoring and diagnostics, controls, and energy system projects in **Order To Remittance** environments. Leads medium and complex initiatives across engineering, procurement, commissioning, customer, commercial, and field service workstreams, maintaining control of scope, schedule, budget, quality, safety, and **contractual commitments**. Builds integrated project views, structured governance, risk reviews, change controls, forecasts, executive summaries, and decision logs that support timely action. Coordinates matrixed teams across geographic locations and translates project performance into clear recommendations for leadership and customers. Resolves technical and commercial matters through direct communication, strengthens execution through root cause analysis and lessons learned, and brings a practical commitment to dependable delivery across **power generation** and power services operations.

## EXPERIENCE

### Lead Project Manager, Monitoring and Diagnostics

February 2023 Present

VectorPeak Energy Solutions

Charlotte, NC

Leads medium complexity monitoring and diagnostics deployments for power service customers, coordinating engineering, procurement, commissioning, customer, commercial, and field service workstreams from order review through final handover.

- Led monitoring and diagnostics deployments across **engineering, procurement**, commissioning, and customer workstreams.
- Converted contractual requirements into scope baselines, roles, milestones, and execution priorities during kickoffs.
- Maintained integrated schedules, dependency maps, action registers, **decision logs**, forecasts, and risk reviews.
- Resolved technical and commercial issues through transparent escalation and decision ready recommendations.
- Evaluated scope changes for **schedule**, budget, resource, and contract impact before documented approval.
- Closed deployments through **commissioning** acceptance, financial review, handover, and **lessons learned** sessions.

### Project Manager, Power Services

July 2020 January 2023

BlueRidge Turbine Services

Greenville, SC

Managed **power services** projects involving equipment upgrades, controls, monitoring packages, and field execution across customer sites, integrating engineering, sourcing, logistics, commissioning, and regional leadership needs.

- Managed equipment upgrades, controls, monitoring packages, and field execution across customer sites.
- Integrated engineering, sourcing, logistics, and field service plans into milestone schedules.
- Used weekly governance reviews to surface **dependencies, delays**, risks, and corrective actions.
- Prepared **executive summaries** covering schedule, cost, **quality**, safety, actions, and customer decisions.
- Coordinated technical clarifications, site readiness, commissioning needs, delivery timing, and contractual obligations.
- Applied change control by documenting commercial and **schedule impacts** before authorization.

### Project Coordinator, Energy Systems

June 2018 June 2020

Piedmont Industrial Controls

Raleigh, NC

Coordinated order to delivery activities for industrial energy and controls projects under senior project managers, maintaining schedules, documentation, customer communication, quality records, and closeout support.

- Coordinated order to delivery activities for industrial energy and controls projects.
- Tracked **engineering** releases, **procurement** status, shipment readiness, and field service dependencies.
- Prepared status reports from **cost**, schedule, action, and risk data for management review.
- Organized internal and customer meetings, documenting decisions, owners, and completion actions.
- Supported change documentation by gathering **scope**, schedule, and cost inputs from stakeholders.
- Maintained quality and contractual records through closeout and **lessons learned** compilation.

## PROJECTS

### Monitoring and Diagnostics Deployment Governance 📅 2025

Coordinated a structured deployment model across engineering, procurement, commissioning, and customer teams, improving visibility into dependencies, risks, decisions, handover readiness, and lessons learned.

### Power Services Controls Upgrade Program 📅 2022

Integrated site execution, controls upgrades, monitoring packages, logistics, customer decisions, and commissioning planning across multiple workstreams and service locations.

LEADERSHIP & AWARDS

- Project Management Professional certification recognized for disciplined delivery across power services and monitoring projects.
- Lean Six Sigma Green Belt applied to root cause analysis, process control, and continuous improvement.
- Leadership through governance reviews, decision tracking, risk escalation, and coordination of matrixed delivery teams.

EDUCATION

**Bachelor's Degree in Industrial Engineering**  
North Carolina State University   GPA: 0  
*Coursework: Project management, operations research, systems engineering, quality management*

2018  
Raleigh, NC

CERTIFICATIONS

- Project Management Professional 📅 2022
- Lean Six Sigma Green Belt 📅 2021

TECHNICAL SKILLS

- **Project Management Methods:** Project planning, project governance, milestone management
- **Scheduling Tools:** Integrated schedules, critical path, dependency maps
- **Risk and Issue Management:** Risk registers, issue tracking, mitigation planning
- **Change Management:** Scope evaluation, change approval, baseline updates
- **Financial Management:** Budget tracking, cost forecasting, financial reviews
- **Reporting and Analytics:** Executive summaries, performance metrics, project forecasts
- **Order To Remittance:** Order review, contractual scope, final handover
- **Power Services:** Power generation, monitoring diagnostics, controls
- **Quality and Compliance:** Quality standards, regulatory requirements, contractual commitments
- **Delivery and Commissioning:** Installation, site readiness, commissioning acceptance
- **Stakeholder Coordination:** Customer communication, matrix teams, international stakeholders
- **Continuous Improvement:** Root cause analysis, lessons learned, process improvement

SKILLS

- |                          |                            |                            |                       |
|--------------------------|----------------------------|----------------------------|-----------------------|
| • Project Management     | • Order To Remittance      | • Integrated Scheduling    | • Change Control      |
| • Monitoring Diagnostics | • Engineering Coordination | • Critical Path Management | • Cost Forecasting    |
| • Power Generation       | • Procurement              | • Project Governance       | • Executive Reporting |
| • Power Services         | • Commissioning            | • Risk Management          |                       |

PROFESSIONAL AFFILIATIONS

- Project Management Institute, professional project management community.
- Lean Six Sigma professional community, continuous improvement and quality practice.

LANGUAGES

- English (Native)   • Spanish (Beginner)

ADDITIONAL INFORMATION

**Work Status** : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST