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**Professional Summary**

I have managed teams since 10 year ago either as a public servant or within consulting firms. **I** have coordinated and supervised staff for **monitoring and evaluation c**apacity building of Government Of Mexico justice institutions for **International Development Projects** with the purpose of **strengthening monitoring and evaluation capacities** ( quality assurance, surveys, data management ), analysis (data visualization, Key Performance Indicators, problem identification, benchmarking), and performance evaluations. The projects were funded by **USAID** and Mexico’s British Embassy. Aiming to motivate the continuous improvement of processes and innovation in Rule of Law Mexico´s Institutions.

I know how to coach **multi stakeholders** (Government of Mexico's public servants, civil and social networks and the private sector) teams to catalyze their results with a systemic approach under the methodology of the Rapid Results Institute and SCRUM. In this role I worked against **gender violence**.

I have supported and led public policy implementation projects to detonate innovation, monitor and evaluate, data-driven decisions, process digitization, and their quality within **Mexico's justice system.** I helped public servants to **evaluate institutional performance** using technology to solve complex problems.

Fostering a culture of monitoring, evaluation, quality and innovation, through training personnel of public institutions on topics such as ISO 9001, continuous improvement groups, **data management, data-driven decisions**, compliance, Design Thinking, and the implementation of M&E, and innovation management systems.

Guest speaker in courses and workshops regarding Mexico justice system reform, performance evaluation, technology, computer crime, and computer forensics. Finally, I have extensive knowledge in data analysis using tools such as Python, pandas, NumPy, orange 3, Power Bi,SQL and Excel.

**Relevant Skills**

**PROJECT MANAGEMENT**

* **Overseeing and coordinating** all activities related to performance evaluation and for ensuring the production and completion of quality deliverables in a professional manner, in conformance with the Scope of Work.
* Strong knowledge about writing requests for proposals, and statements of work. Additionally, I have overseen the compliance of RFP and SOW.
* I have supported and coached resource planning activities in my different previous jobs.
* Supervisor of subcontractors or consultants involved in data collection activities or technical assistance. For instance, **for data gathering** of baseline, midterm and final evaluation teams. Furthermore, reviewing the technical quality of strengthening capacities deliverables.
* Familiarity with the oversight of overall operational support budgets and procurement plans for the appropriate allocation of resources to meet project objectives.
* Advanced level of MS Office, ASANA, Trello, G’ suite, Cloud Services, and I am open to learning any tech tools enhancer my duties
* **Professional fluency in English and Spanish.**

**MONITORING AND EVALUATION**.

* Strong knowledge of MEL plans design and reviewing progress / performance **reports drafted by project** teams, analyzing performance monitoring data and assisting project teams with developing data visualizations, dashboards, learning briefs and other CLA products to showcase performance and lessons learned. Knowledge and experience with MEL standards and evaluation methods under USAID and Prosperity Fund evaluation policies.
* **I have been doing monitoring and evaluation activities since my first job 10 years ago. I have been supporting evaluation systems adoption and digitizing their processes with information technology.**
* Strong experience collecting data from difficult sources, transforming, cleaning, and processing it to do some analytics that will be converted into valuable insights.
* Collaborate with Senior Program Manager on project strategies and activities and recommend strategies for improving effectiveness of projects.
* Design and review of logical framework matrix, indicators, and theory of change.
* Strong organizational, **communication**, collaboration, and interpersonal skills to work effectively with project **stakeholders.**
* Familiarity with ICT skills, in **M&E systems,** including SurveyMonkey and data analysis like Excel, Power Bi, Python.

**LEADERSHIP AND STRATEGIC PLANNING**

* Strategic, analytical, systems thinking, and problem-solving skills, with capacity to see the big picture and ability to make sound judgment and decisions.
* Strong relations management abilities. Ability to relate to people at all levels internally and externally.
* Experienced managing relationships with high-profile Mexico public servants, and civil society organizations.
* Strong team-building experience.
* Presentation, facilitation, coaching skills.
* Availability to travel.

# **Work History**

**PA consulting / Mexico’s British Embassy,** *Remote position*

*(October 2020-June 2021)*

*Monitoring, reporting, evaluation and learning leader (MREL)*

I left this program because the UK government cut the budget, so the programme would be closed.

**MSI / USAID Mexico,** *Mexico City*

(Jan 2018-Jun 2020)

*Institutional monitoring and evaluation director*

**Mexico General Attorney of Justice,** *Mexico City, Mexico*

(Feb 2017- Dec 2017)

*Quality and innovation director.*

I left this job because there was a lot of disorganization in the institution caused by the Mexico city 9/11 earthquake. Then, I had a job proposal from MSI with better job conditions.

**Council for the new criminal justice system Michoacán,** *Morelia, Mexico*

(Jun 2011 - Dec 2016)

*Information technology, monitoring and evaluation leader.*

# **Education**

**Master’s degree in technology information management / E-commerce and E-government adoption.**

Universidad de Guadalajara, Guadalajara, Jalisco, Mexico

**Bachelor's degree in technology information management.**

Universidad del Valle de Mexico, Guadalajara, Jalisco, Mexico