



# Natalie Brooks

Remote Project Manager

City, ST  
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LinkedIn | Portfolio

Remote Project Manager with four years of experience leading distributed teams across multiple time zones. Skilled in asynchronous communication, virtual collaboration platforms, and time-zone coordination, having reduced meeting times by 30% while maintaining 95% client satisfaction.

## Professional Experience

March 2021 - Present

**Remote Project Manager** *CloudSync Inc., Remote*

- Managed product launches with teams in US, Europe, and APAC, achieving 100% on-time delivery.
- Implemented async communication protocols, reducing meeting load by 30%.

January 2019 - February 2021

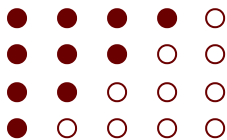
**Project Coordinator** *GlobeTech, Remote*

- Maintained project schedules for eight international clients, ensuring 95% satisfaction.
- Created shared documentation standards, improving version control.

## Education

**B.A. in Communications** *UC Berkeley | 2018*

## Key Skills



Virtual Collaboration  
Async Communication  
Time Zone Management  
Documentation Standards

## Certifications

**PMP | 2020**