

Mun Chet

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Technical Project Manager/Engineer and Certified Scrum Master experienced with 6+ years of success leading cross-functional initiatives in engineering, fabrication, and construction environments. Skilled in overseeing complex commercial projects from award to closeout, coordinating across design, manufacturing, and field teams to ensure on-time, on-budget delivery. Proven track record managing detailed drawings, material takeoffs, and RFIs while collaborating with engineers, architects, and suppliers. Proficient in AutoCAD, Revit (similar to Tekla), and construction documentation, with a background in streamlining workflows and supporting fabrication for hospitals, schools, and other large-scale projects.

WORK EXPERIENCE

BOSTON CHILDREN'S HOSPITAL | *Technical Project Manager / Development Engineer*

Oct 2021-Current

- **Led program management** for clinical 3D Anatomic Modeling and Printing within the Immersive Design System, overseeing technical roadmaps, Gantt schedules, and cross-functional delivery.
- **Executed 5+ concurrent projects**, including full lifecycle process optimization and production data systems, **achieving 30% production increase and reducing costs for 25+ team members over 3 years**
- **Collaborated with 7+ senior engineers and stakeholders** to develop and launch a strategic planning marketing strategy **for 40+ programs across BCH, resulting in a 20% increase in requests**
- **Led development and implementation** of medical device products, **directing cross-functional teams of 3-6 engineers** through the full product lifecycle, and introducing new fabrication methods that **reduced production time by 75% for 20+ users**.
- Optimized streamlined additive manufacturing workflows and 3D printer scheduling, **achieving 30% faster production and reduced bottlenecks for 10+ engineers/end users**
- **Managed stakeholder alignment** through weekly/monthly meetings **with 20+ collaborators** (senior management, clinical teams, engineers, operations) to track progress and resolve dependencies

ELEVATED DESIGN INC. | *Project Coordinator / Mechanical Engineer*

Nov 2020-Sep 2021

- **Coordinated technical delivery for \$1M+ engineering projects alongside 4+ engineers and startup leadership**, overseeing complete project lifecycle management to ensure high-quality technical deliverables and client satisfaction
- Created and updated AutoCAD/Revit construction drawings and layouts for equipment installation, coordinating field team execution and vendor deliveries.
- **Administered technical project budgets** including engineering, vendor relationships, labor allocation, and material expenses.

LIFE INSTRUMENT CORPORATION | *Quality Engineer Intern*

Sep 2019-Dec 2019

- **Implemented process improvements** through 3DP technology integration, **reducing manufacturing-to-design cycle time by 25%**
- **Maintained technical compliance and quality standards for 500+ products** catalog by inspecting inventory, updating design history files, device master records, and medical equipment drawings in accordance with ISO 13485 standards healthcare compliance

VANDERWEIL ENGINEERS | *Mechanical Engineer Intern*

Jan 2019-May 2019

- Collaborated cross-functionally in **engineering design and development for a \$8.5M commercial high-rise building project**

SKILLS

Asana | Jira | Smartsheet | Power BI | Google Analytic | MS Project | Python | MATLAB

Silicone Molding | 3D Printing/Additive Manufacturing | 3D CAD (Solidworks, Materialise, Revit (BIM)) | AutoCAD | Lean Six Sigma

Agile | Waterfall | Scrum | Technical Roadmapping | Data Analysis | Technical Writing | Marketing | Sales | PMBOK | Risk Management

CERTIFICATIONS

Certified Scrum Master | Google Project Management | Certified SolidWorks Associate

EDUCATION

NORTHEASTERN UNIVERSITY | Boston, MA

Sep 2022-Aug 2023

Master of Science in Project Management

- Concentration: Agile Project Management

Capstone Project (2nd Place): Led technical project management for zero-to-one parking application targeting university students. Coordinated cross-functional team across engineering, design, and business to deliver MVP. Managed technical architecture decisions, user research, wireframe and UI/UX development, and product roadmap with data-driven metrics validation.

WENTWORTH INSTITUTE OF TECHNOLOGY | Boston, MA

Sep 2016-Aug 2020

Bachelor of Science in Mechanical Engineering