

FÁTIMA COSTA

PROJECT MANAGEMENT & OPERATIONS SPECIALIST | SUPPLY CHAIN | BUSINESS ANALYSIS

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Results-driven professional with international experience across project management, supply chain operations, and client consulting. Skilled in streamlining processes, optimizing service delivery, and leading cross-functional projects across diverse markets. Currently pursuing an MSc in Project Management to strengthen strategic and operational expertise, with a long-term focus on global operations and strategy roles within innovative and international organizations.

AREA OF EXPERTISE

Project Management	Stakeholder Management	Strategic Business Analysis
Supply Chain	Data Analysis	Process Optimization

KEY ACHIEVEMENTS

- Supply Chain Optimization at Adidas:** Reduced purchase order lead times by 30% and achieved 98% OTA compliance, strengthening supplier relationships and boosting product availability to 90%+.
- Cross-Market Project Delivery at Teya:** Implemented innovative supply chain solutions across 5 international markets, while aligning diverse stakeholder groups to shared business objectives.

PROFESSIONAL EXPERIENCE

Recruitment Consultant

Aug 2025 - Present

Access Healthcare — Dublin, Ireland

- Manage end-to-end recruitment projects for healthcare professionals, aligning staffing strategies with client operational needs.
- Partner with stakeholders to define requirements and deliver tailored workforce solutions.
- Leverage data-driven insights to monitor performance metrics, optimize sourcing processes, and reduce time-to-fill.
- Coordinate with vendors, training providers, and partners to enhance service delivery and maintain SLA compliance.
- Build long-term client relationships across multiple regions, identifying opportunities for continuous improvement in processes and services.

Skills: Stakeholder Management · Business Analysis · Vendor & Client Relations · Service Delivery Optimization · Project Coordination · Data-Driven Decision Making

Product Supply Specialist

Jan 2024 - Jul 2025

Adidas — Porto, Portugal

- Streamlined purchase order management, reducing lead times by 30% and achieving 98% OTA compliance, strengthening supplier relationships.
- Aligned production schedules with demand forecasts, cutting excess inventory and raising product availability above 90%.
- Designed and delivered training for 50+ team members on advanced reporting tools, reducing analysis errors by 15% and empowering data-driven decision-making.

Skills: Supply Chain Management · Forecasting & Planning · Data Analytics · Training & Development · Process Improvement · Stakeholder Engagement

Project Manager
Teya (Fintech Startup) — Porto, Portugal

Sep 2022 - Jan 2024

- Optimized workflows by analyzing KPIs and removing bottlenecks, improving throughput by 20% and reducing annual company spending.
- Coordinated stakeholder engagement across 5 international markets, aligning business objectives with project goals.
- Implemented supply chain solutions from concept to launch, reducing lead times by 30% and boosting delivery efficiency by 40%.

Skills: Project Management · Process Optimization · Supply Chain Solutions · KPI Analysis · Multi-Market Coordination · Change Implementation

EDUCATION

MSc in Project Management
University College Dublin

- Part-time online programme
- Focus on implementation of AI in Project Management

Expected Graduation: Jul 2027

Data Science & Machine Learning Bootcamp
Le Wagon

- Remote

Completed: Apr 2023

BSc in International Business Management
Polytechnic Institute of Bragança

- Thesis in Ethical Practices of SEO

Graduated: Jul 2022