

DANIEL JOEL CÁRDENAS

Operations Manager | Project & Strategy Consultant | Google Certified PM

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PROFESSIONAL SUMMARY

Operations Manager and Google Certified Project Manager with 10+ years of experience building the operational backbone for complex, multi-site organizations. Proven track record in budget management and financial reporting, international logistics (3PL, import/export), vendor and procurement management, SOP design, and cross-functional coordination across remote and high-stakes environments. Adept at serving as the central coordination point between leadership, field teams, and external stakeholders to ensure precision in execution, financial discipline, and 24/7 operational continuity. Bilingual professional (English/Spanish) with deep experience across Panama, Latin America, and international markets.

CORE COMPETENCIES

Operations & Administration: SOP Design & Implementation, Workflow Automation, Administrative Systems, Multi-Site Coordination, Facilities & Office Management, Vendor & Procurement Management.

Logistics & Compliance: International 3PL & Import/Export, Supply Chain Coordination, Regulatory Documentation, Budget Management & Financial Reporting, Inventory Control.

Project Management: Google Certified (Agile & Waterfall), Jira, Microsoft Planner, Salesforce, Notion, Google Workspace, Microsoft Office Suite, Python.

Leadership & Coordination: Cross-Functional Team Coordination, Executive & Investor Support, Stakeholder Communication, Field-to-Office Liaison, Remote Team Management.

PROFESSIONAL EXPERIENCE

SPONGI & TRANSFORMACIONES PUEBLA | Panama & Mexico (Remote)

Project & Strategy Consultant

July 2025 – Present

- Operations Manager and Strategy Consultant for a multi-entity family office and property management portfolio in Panama. Serve as the primary operational extension for the lead investor, managing corporate architecture, financial oversight, and strategic planning across all ventures.
- Designed and implemented SOPs and repeatable administrative systems for 24/7 property service excellence across a portfolio of vacation rental and commercial properties.
- Manage project coordination using Jira and Microsoft Planner, translating strategic objectives into tracked project sprints with clear deliverables, timelines, and budget accountability.
- Oversee vendor relationships, procurement, and contractor coordination across multiple concurrent projects, ensuring cost control and compliance.
- Concurrently serve as PMO and Strategy Consultant for Transformación Puebla, a high-growth manufacturing entity in Mexico, managing operational transitions, vendor relationships, legal documentation, and cross-functional remote team coordination.

INNOVASEA | Panama & International (Saudi Arabia, Mexico)

R&D Operations & Technical Lead

January 2021 – January 2025

- Directed the full scope of R&D operations, managing technical field deployments of oceanographic systems alongside critical administrative and financial oversight in remote, high-stakes environments.
- Served as the communication bridge between engineering teams, internal leadership, external stakeholders, and customers, translating complex technical requirements and R&D progress across all parties.
- Managed international logistics and 3PL operations for deployments to Saudi Arabia and Mexico, including import/export documentation, customs compliance, and supply chain coordination.

- Coordinated logistical and administrative support for 10+ device deployments, managing vendor budgets, regulatory documentation, and ensuring on-time execution in remote field locations.
- Maintained comprehensive budget tracking and financial reporting across multiple concurrent international projects.

OPEN BLUE SEA FARMS | Panama City, Panama

Operations & Office Manager

February 2017 – December 2020

- Evolved from office management to leading complex operational projects and administrative coordination for a rapidly scaling commercial aquaculture entity with regional operations across Panama.
- Developed and implemented SOPs for three regional offices, streamlining administrative workflows, budget tracking, and operational reporting during high-growth phases.
- Served as the central coordination point between company leadership, regional office managers, and external vendors and customers, ensuring alignment on operational and administrative objectives.
- Managed a broad scope of office operations, budgets, procurement, and compliance requirements, supporting both commercial scaling and centralized administration.

CLUB VENTOS | Jericoacoara, Brazil

Operations Manager

June 2015 – February 2016

- Directed multi-departmental sports, retail, and hospitality operations autonomously, achieving a 15% increase in annual revenue through operational discipline and enhanced service quality.
- Managed all departmental budgets, purchasing, vendor relationships, and inventory for sports and retail operations.
- Oversaw international import/export logistics, ensuring compliance with regulatory documentation, and implemented new safety and sales protocols.

ROYAL CARIBBEAN INTERNATIONAL | Miami / Oasis of the Seas

Culinary Operations Coordinator

November 2012 – March 2014

- Managed high-volume, cross-functional operations including the culinary shipboard budget, crew payroll for 250+ staff, daily financial reporting, and inventory management for 24/7 shipboard culinary services.
- Coordinated complex logistics between Hotel Operations, Inventory, and Human Resources departments, ensuring uninterrupted service delivery and operational continuity across voyages.

EDUCATION & CERTIFICATIONS

Google Project Management Professional Certificate — Agile, Waterfall & Systems Design (2024)

Swiss Higher Diploma in Hotel Management — César Ritz Colleges, Switzerland (2010)

Valid Panamanian Driver's License