

Roberto Javier Aguirre Guardia

Senior Project Manager · Execution, Delivery & Agentic Operations

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Remote · US time zones

PROFILE

Execution-first delivery operator. I'm the person who closes open loops — I take messy, high-stakes initiatives with many moving parts and turn them into tracked timelines, documented next steps, clear owners and explicit deadlines, then follow through every week until they ship. **20+ years driving complex, concurrent projects** across banking, pensions, insurance and other highly regulated environments, owning the largest account in the office and reporting KPIs straight to C-level. Today I build and run an **AI agent squad** that operates as a PMO — agentic tools that track delivery, surface bottlenecks and hold the operation accountable — so I bring both the operational discipline and the technical fluency to manage engineering, vendors and partners. Comfortable managing up, pushing back when a deadline is at risk, and favoring swift, metric-driven execution over theoretical frameworks. MBA, Tecnológico de Monterrey.

WHAT I BRING TO THE ROLE

Closing open loops & relentless follow-through · meeting cadences that produce documented next steps, owners and deadlines · cross-functional coordination across engineering, compliance, finance, marketing and external vendors · building agentic tools that automate how internal initiatives are tracked and managed · vendor & bank-partner / integration delivery · managing up and holding senior stakeholders and partners accountable · thriving in ambiguity inside a hyper-growth, fast-paced environment.

EXPERIENCE

DIGITALHUBASSIST AI & AI4MANAGERS · Founder & Head of AI — Delivery & Agentic Operations

2024 – Present · digitalhubassist.ai · Remote

- **Built an agentic PMO from scratch** — designed and run an AI agent squad, coordinated under a single supervisor with a human approval gate, that operates as the central nervous system of delivery: it tracks initiatives, assigns owners and deadlines, escalates blockers and enforces weekly follow-through.
- **Execution & tracking discipline** — Tracked and closed 100+ concurrent delivery cycles end-to-end with explicit QA and client-approval gates before anything is marked done — closing loops above all else.
- **Builds agentic tools that automate operations** — Shipped production AI agents, integrations and automations for paying clients across fintech and healthcare; this work earned DigitalHubAssist a **partnership with Anthropic** (makers of Claude), with partner-exclusive access to the Claude Certified Architect track.

NTT DATA COLOMBIA · Consulting Manager — Account & Delivery Ownership

Apr 2021 – Sep 2024 · Financial services

- Owned the **largest consulting account in the office** — Grupo AVAL, Colombia's largest financial holding — managing the full delivery and stakeholder relationship across engineering squads, business owners and external vendors, reporting KPIs directly to C-level.
- Drove concurrent, complex initiatives in a highly regulated financial ecosystem, mapping timelines, chasing deliverables and escalating risks so nothing fell through the cracks, coordinating distributed remote teams across time zones.

VASS · GLOBAL HITSS · TECNOCOM · INDRA · SOLUZIONA · Project & Delivery Lead — Consulting

2000 – 2021 · Banking, insurance, pensions, health, utilities

- 20+ years leading and tracking complex, concurrent tech and operational projects in demanding, regulated sectors (Cardif insurance, Porvenir pensions, Colsanitas health), consistently owning stakeholder relationships, vendor management, follow-through and measurable delivery.

TOOLS & METHODS

Delivery & tracking: Linear · project tracking, cadences and follow-through systems · Google Sheets / Excel for metrics and analysis · Slack-based operational coordination · KPI & status reporting to senior leadership.

AI & automation: Claude (daily) · ChatGPT · Perplexity — building agentic tools and automating internal workflows · no-code/low-code automation (n8n, Make, Zapier) · API integrations and custom scripts. Background in software/systems delivery, fluent working alongside engineering squads and integrating external vendors.

EDUCATION & CERTIFICATIONS

MBA — Strategy & Business Policy · Tecnológico de Monterrey, Mexico · 2006

Systems Engineering (Top Tertile) · Universidad de Lima, Peru · 1999

Continuing education & certifications · Scrum Foundation (CertiProf) · Liferay DXP Certified Professional

LANGUAGES

Spanish: native (Peru / Colombia) **English:** professional — fluent technical reading and professional communication