
Lucyna Bugara

IT Project Manager

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Localisation: Cracow

SUMMARY

In the past few years I realised that Project Manager is like an orchestra conductor. Maybe every person in orchestra knows what to do by itself. Maybe the symphony is beautiful and magical. Nevertheless without the conductor, without that one person who can keep all those instruments in check, even the most promising performance will fail. My goal is to help creating best played symphonies in IT.

STRENGTHS

Focus on process automation, understanding user perspective, striving to understand technical aspects for better communication, creativity, responsibility for the team and the product.

EXPERIENCE

Quantoo sp. z o.o., Cracow – *Project Manager/PMO*

July 2017 – January 2020

- Comprehensive all-stage coordinating of various projects: online/offline advertisement, games, mobile applications, one-pages, landing pages, parallax scrolling, animated infographics,
- Working with diverse clients: electronics shops, schools, airlines, hotels, national web services, museums etc.
- Taking active part in creating the concept of the campaign,
- Constant communication with all clients by many channels,
- Working in Waterfall Kanban methodologies, implementing Agile as well,
- Managing risk and change in projects,
- Delivering and executing schedules, estimates and budgeting,
- Implementing Project Integration Management for advanced projects,
- Manual testing and delivery management,
- Customer training on CMS,
- Employee branding,
- Accountant support and office management,
- Human resource management,
- Creating content for Social Media channels.

Quantoo sp. z o.o., Cracow – Project Manager

December 2015 – October 2016

- All-stage coordinating of every online advertising campaign production (Waterfall methodology),
- Creating and executing projects schedules and estimates,
- Daily-basis communication with national and international clients (UK, US and AUS).

Quantoo sp. z o.o., Cracow – Junior Project Manager

September 2015 – November 2015

- Managing production, tests and delivery of online banners,
- Full-time work with advertisement client from Norway,
- Responsibility for coordinating up to 20 projects daily, for various markets and languages,
- Reporting schedules, estimates and progress to Senior Project Manager.

Quantoo sp. z o.o., Cracow – Internship

May 2015 – August 2015

- Introduction to project delivery management,

ACHIEVEMENTS

- Implementing test scenarios for clarity in similar processes,
- Introducing process of assets deployment for clients,
- Constant searching and acquainting tools for improving project management and manual testing and team work,
- Automatization of time reports from employees,
- Familiarizing employees with Scrum and Kanban methodologies.

PROGRAMS AND TOOLS

Adobe (Photoshop, XD, Premiere, Acrobat DC), Jira, Toggl, Trello, InDesign, Pixel Perfect, Zeplin, MS Office

EDUCATION

University of Agriculture, Cracow – Engineer of Food Technology

October 2011 – February 2015

LANGUAGES

- English - C1
- Polish - Native

"Wyrażam zgodę na przetwarzanie moich danych osobowych zawartych w mojej ofercie pracy dla potrzeb niezbędnych do realizacji procesu rekrutacji zgodnie z ustawą z dnia 29 sierpnia 1997 r. o ochronie danych osobowych (Dz. U. z 2002 r. Nr 101, poz. 926, ze zm.)"