Urszula Handzlik

Project Manager

Contact Details

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☎ 515 052 579

📍 Kraków

in www.linkedin.com/in/ulszka

🖥 https://ulszka.com

Skills

- Organizational skills
- MySQL
- Creativity
- Logical thinking
- Quick learner
- Python
- Power-BI
- Tech-savvy
- Timeliness
- AI tools
- Scrum
- MS Project
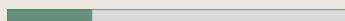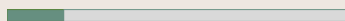- Microsoft 365
- Waterfall

Languages

Polish

English

German

Italian

Summary

I am a results-driven Project Manager with a track record of leading technical and cross-functional teams in fast-paced digital environments. Proficient in Agile and Waterfall methodologies, I manage complex projects with clarity, structure, and a strong focus on delivery. I leverage tools like Excel and Power BI for performance tracking, and support development teams with a working knowledge of modern technologies. With a background in engineering and a people-first leadership style, I help teams stay aligned, motivated, and successful.

Work experience

Freelancing
Kraków
04.2022 – now

Project Manager

- Managing small-scale game build with agile timelines
- Overseeing AI-driven visual book production
- Directing NDA localization algorithm development, eliminating agency fees
- Orchestrating cross-functional teams using lean methodologies
- Applying innovative problem-solving and stakeholder communication

Colliers
Kraków
07.2022 – now

Project Coordinator

- Coordinating project teams and task execution
- Tracking budgets and managing scope changes
- Overseeing deliverables and validating ongoing work
- Monitoring invoicing, contracts, and payments
- Defining project requirements based on customer input
- Supporting contract negotiations

Twój developer
Jaworzno
07.2020 – 08.2021

Project Manager Assistant

- Early planning and implementation of several investments
- Leadership and management of collaborative teams
- Coordination of project workflows
- Performance tracking
- Oversight of project deliverables

Education

AGH University of Science and Technology	**Master's degree**
Kraków	Project Management
2021 – 2023	- Managing projects and process optimization
	- Analysis using a variety of software
	- Solving complex tasks with a range of programs
Kraków	**Bachelor of engineering**
2018 – 2021	Civil Engineering
	- Structural design
	- Construction site organisation
	- Work schedule
5th High School	**Profile: Mathematical, Physics and IT**
Bielsko-Biała	
2015 – 2018	

Certificates

Training Empire

- Certificate of completion of MS Excel, MS Word and MS PowerPoint training - advanced level

AGH University of Science and Technology

- Team management
- Negotiations in the construction industry

Cambridge Assessment

- First Certificate in English