



## Maksim Svistukhin

### DETAILS

📍 Prague, Czech Republic  
📞 +420 608594057  
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### SKILLS

Excelent communication  
Front-end development  
Web design  
Direct sales  
Solution design  
Team management

### LANGUAGES

English **C1**  
Czech **C1**  
Russian **NATIVE**

### TECH SKILLS

HTML CSS JavaScript  
React Git  
SCSS Sketch Adobe CS  
Webflow Figma

### PROFILE

First of all, I am a strong professional in communication at all levels. I have extensive experience in team management and sales, as well as excellent visualisation abilities and decent skills in SW development. Overall, I can describe myself as a person, passionate about finding solutions for rather wide range of possible issues.

### EMPLOYMENT HISTORY

#### Freelance Web Designer 2/2019 – Current

Prague, Czech Republic

- Creating web applications design using the latest UI/UX trends in Figma
- Development using a combination of Webflow, HTML, CSS and JavaScript
- Managing and maintaining client websites

#### Logistics/Sales manager 12/2017 – 2/2019

Prague Group Adventures s.r.o.

Prague, Czech Republic

- Maintaining communication with service providers, tour guides and clients.
- Recruitment and training of staff
- Managing a team of 30 employees
- Maintaining and establishing plans for selling ancillary services to the end customer

#### Team-leader (Customer support ) 6/2016 – 10/2017

XEROX o.s.

Prague, Czech Republic

- Assist management with hiring procedures and training of new team members.
- Assist with team member problems and monitor work for quality and compliance
- Communicate deadlines and goals to team members

#### Customer Support Advisor 11/2014 – 6/2016

XEROX o.s.

Prague, Czech Republic

- Advising customers on technical matters
- Advertising the product
- Maintain positive relationships with customers to ensure customer loyalty

#### Travel agent/Coordinator 2/2014 – 12/2019

Wild East Travels

Prague, Czech Republic

- Meeting of the incoming groups
- Training of the newcomers
- Maintaining appropriate relationships with service providers
- Conducting sales of ancillary services

#### Luxury Retail Sales Manager 5/2011 – 8/2012

Boutique Vittoria

Samara, Russia

- Support sales professionals in closing sales
- Partner with sales professionals to meet their individual sales plans and KPI
- Remain current and knowledgeable of industry trends, to determine strategic opportunities to maximize sales within the market

### EDUCATION

#### Operations management, bc

Samara State Technical University

Samara, Russia

#### Management, bc

Czech University of Life Sciences Prague