

# Ivaylo Kovatsaliev

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## Objective

Independent Business Owner

## Personal Statement

I am a successful Business Manager with expertise in project life cycles, planning, executing, controlling and closing projects delivering business value and delighting customers.

## Professional Experience (Employment History)

### Cleaner

Mar 2005 – May 2005 Heathrow Airport London

### IT Technician

May 2005 – Jan 2010 | London | <http://www.ardmoregroup.co.uk/>

#### Achievements

- Promoted from IT Technician to Assistant Project Manager, ahead of 6 other internal and external candidates
- Planned and designed a recovery strategy for the company, a project which was highly commended by the management team
- Analysed system requirements and developed a backup and restoration resolution in a 20% increase in system efficiency
- Produced detailed training documentation which aided a new system installation that was distributed to all staff members
- Relocated the network and office equipment including phone services resulting in a 50% cost reduction
- Provided database training in the company's UK Head Office for all the sales teams helping towards a 35% increase in company profits
- Took charge of a £multi-million systems integration which was successfully rolled out across 8 UK locations
- Successfully managed and won bid and project for six-figure project definition and design phase
- Managed of 30 employees across 4 locations third party contractors
- Led a team of technical staff through defining the requirements for several support applications for the use of customer services staff

### Private business owner

Feb 2010 – Present days

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## Education

High School Diploma 1996

"High School of Mathematics Konstantin Velichkov"

## Technical Skills

- Microsoft Office
- PHP (basic)
- MySQL (basic)
- HTML
- CSS

## **Certificates**

- Prince 2 Certified
- Project Management training (PMP) certification.

## **Memberships**

- Association for Project Management (APM)

## **Languages**

- English (fluent)
- Bulgarian (fluent)
- Russian (basic)

## **Personal Interests**

Web Design | Computer programming (Beginner) | Traveling | Reading | MMA Sports |

## **References**

References are available on request.