



# KAMIL RAPAŁA

## IT PROJECT MANAGER/SCRUM MASTER

### SUMMARY

I am a Master of Science in Applied Computer Science. Currently, for 5 years I have been expanding my knowledge and acquiring skills in the e-commerce / IT industry. In my actual job, I am a project manager and I put the satisfaction of my clients on the 1st place. I secure the continuity of online sales through effective technical support. I work with well-known Polish online stores, supervise their development and security in the successive use of the Magento system.

### SKILLS AND ABILITIES

- Project management
- Content Creation
- Public Relations
- Website Management
- Digital Analytic Tools
- Graphic Design
- Strong Communication Skills
- Team management
- Time management
- Project planning
- E-commerce
- UX
- Jira
- QA manual test with creating a scenarios
- HTML, CSS, Magento, PrestaShop, Photoshop, Adobe After Effects, Gimp

### Certificates

- Google Project Management Professional
- SQL
- GIT PROFESSIONAL
- AGILE SCRUM MASTER

### CONTACT DETAILS:

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Portfolio: [kamilr96.github.io/Portfolio/#home](https://kamilr96.github.io/Portfolio/#home)

## EMPLOYMENT HISTORY

### Gate-Software

#### IT PROJECT MANAGER - (JULY 2020 - PRESENT)

- Establishing and maintaining customer relationships
- Analysis of customer requirements
- Creating and assigning tasks
- Coordinating task progress
- Controlling the budget
- Creating documentation
- Team management
- Cooperation with external companies
- Magento consulting
- UX design/Creating mockups
- Code Review (Gitlab)
- Preparing training
- Manual testing

Everything is preserved in Agile methodology and SOLID-based scrum teams

### Medpak

#### E-COMMERCE MANAGER, (AUGUST 2019 - SEPTEMBER 2020)

- Editing and adding new descriptions with photos to MedPak blog on the site, powered by PrestaShop
- Adding new products in the baselinker panel based on wordpress, to create html-based auctions at the sales channels Allegro, amazon, ebay, empik
- Using a customer service (SubiektGT) as a database to add new products from invoices and deliveries, checking prices, determine the margin for a given product
- Analyzing the Allegro market for the health category through TradeWatch
- Creating complex lists in Excel
- Using slack, teams and trello in communications, presentation
- Contact with goods suppliers and clients
- Searching for new products
- Spotting and fixing bugs
- Social media developments

### dlaGentlemana

#### UX DESIGNER/ GRAPHIC DESIGNER - (SEPTEMBER 2019 - APRIL 2020)

- Creating graphic designs for Facebook / Instagram
- promotional / advertising clips
- Taking care of the company's social profiles and other places of content marketing activities, such as blogs, newsletters, site and e-mailing campaigns

### TonGraph

#### PROJECT MANAGER & UX DESIGNER (AUGUST 2018 - AUGUST 2019)

- Team management based on kanban boards.
- creating graphics for music bands, logos for creators from streaming channels, ads, banners or promoting specific brands for online stores. Moreover, preparation shorts intro / outro films and preparation of UX mockups for web applications and websites.
- Creating graphic designs for Facebook / Instagram
- promotional / advertising clips
- Using slack, teams and trello in communications, presentation.
- Contact with clients.

### MSTK Maciej MorteK

#### WEB DESIGNER/ FRONT END - (MARCH 2018 - AUGUST 2018)

- Designing and co-creating websites on the front end as part of the half-year project
- Store based on technologies:
  - - HTML
  - - CSS with Sass
  - - JavaScript with React + Redux
  - - JQuery

## ACADEMIC HISTORY

### Cracow University of Economics

Applied Computer Science (2019 - 2021) - Master degree

### State Higher Vocational School in Tarnow

Applied Computer Science (2015 - 2019) - Bachelor in Engineering of Computer Science

Wyrażam zgodę na przetwarzanie moich danych osobowych dla potrzeb niezbędnych do realizacji procesu rekrutacji (zgodnie z ustawą z dnia 10 maja 2018 roku o ochronie danych osobowych (Dz. Ustaw z 2018, poz. 1000) oraz zgodnie z Rozporządzeniem Parlamentu Europejskiego i Rady (UE) 2016/679 z dnia 27 kwietnia 2016 r. w sprawie ochrony osób fizycznych w związku z przetwarzaniem danych osobowych i w sprawie swobodnego przepływu takich danych oraz uchylenia dyrektywy 95/46/WE (RODO).