| **Viktor Kuzmenko**  ***Project Manager  8 years of experience  2900$*** | **Kyiv**  **+380 93 941 14 84**  **viktor.kelerbit@gmail.com** |
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| **Summary:**  I’m a result-oriented project manager with more than **8 years** of experience in different domains and with different technologies that can deliver **on time, within the budget, and scope.**  I successfully managed and completed various projects using Agile and Linear methodologies from scratch till the support phase.  I built a successful development and support departments, **opened a development office in Kyiv,** and organized road shows to Europe with full-time meetings for all the participants including myself.    **EXPERIENCE**  ***Project manager***  **HotelFriend** *(SaaS, Hospitality and Travel industry), January 2023 – July 2024*  • Management of internal and external projects (web and mobile)  • Tracking development hours and effectiveness (work with Jira).  Brought a new tracking tool that increased company productivity dramatically.  • Regular increment/demo presentations  • Scrum activities conducting  • Jira configurations from scratch for several projects  • Release management  • Resources planning  • People management (1-2-1 meetings conducting, etc)  ***Project manager/Regional operations manager***  **Zesty** *(Product company,* https://zesty.co/*), July 2021 – January 2023*  • Successful development office creation in Kyiv from scratch  • Full-cycle project development  • Management of 10+ developers in the office  • Full developers hiring process conducting and management  • Stakeholders management  • Budget planning and reporting  • People management in all aspects  • Risk management  ***Project manager***  **JatApp** *(Outsourcing company,* http://jatapp.com/*), April 2020 – July 2021*  • Project requirement profiling  • Estimating projects with developers  • Managing native and cross-platform mobile app development  • Recourses planning  • Regular tight communication with the customers.  Thanks to the relationships I built with them they brought us several new projects.  • Establishment and management of Scrum processes  • Documentation creation  • Optimization and promotion of the website. (Blog, portfolio, etc.)  ***Project manager/presales manager*****ESKA** *(Outsourcing company,* [*www.eska.global*](http://www.eska.global)*), September 2018 — April 2020*  • Presale pipeline management  • Determining the level of project prospects  • Gathering requirements  • Guiding customers through the development process  • Backlog preparation for the dev team  • Project development from scratch till the support phase  • Organized several trips to Europe with more than 30 meetings and events within several days and attended them.  Personal negotiations with owners of big enterprises like IBM. As a result of each trip, we always had at least 1 new project.  ***Project manager/product manager*****GoGmat** *(SaaS, Education Industry, https://gogmat.com/), July 2016 — September 2018*  • Management of the web product and its further development  • Work with Kanban using Trello  • Creation and organization of the support department’s work from scratch.  • Managing developers and setting tasks for them  • Negotiations, the conclusion of long-term cooperation, and support of the partners at all stages of work.  **TOOLS/TECHNOLOGIES KNOWLEDGE**  Jira, Confluence, Microsoft Project, Trello, Draw.io, Miro, Postman, Databases(SQL), Invision, Google Ads, MS Office, HTML, CSS, Hubspot, PMBOK basic knowledge, Brevo/Lemlist(emailing services) | **SKILLS**  • Scrum  • Kanban  • Waterfall  • Jira Configuration from scratch  • Reports management (by special tools/plugins in Jira)  • Strong SDLC and Gitflow understanding  • Requirements definition  • Project and recourse planning  • Management of several teams simultaneously up to 10 people each  • Project documentation creation and maintaining  • Releases/Sprints management  • Project budget planning  • Risk management  • People management  • Product/increment/demo presentation  • Management of web and mobile projects  • Long-term project management  • Hiring and firing employees    **LANGUAGES**  **English — advanced**, Ukrainian/Russian — native.  **EDUCATION / COURSES**  **Kyiv International University**  Master’s Degree in Management    **Google Project Management: Professional Certificate**  [Link for a certificate](https://coursera.org/share/204174c35c878b58fbdeeab565f735bf)  **Scrum Master Certification Specialization**  [Link for a certificate](https://coursera.org/share/ed90214b0e6339977fdfafc5fe9ab390)  **Technical skills for project managers from Redcamp.pro**  [Link for a certificate](https://drive.google.com/file/d/1cmTJEdfgxFYMLNYHzIYLHAM88Km_EkYN/view?usp=sharing)  **Software Project/Product Management Specialization from the University of Alberta**  [Link for a certificate](https://www.coursera.org/account/accomplishments/verify/6S37STT4D2DE)  **JavaScript Algorithms and Data Structures**  [Link for a certificate](https://www.freecodecamp.org/certification/fcc61e370eb-db9b-4d5e-8f41-418787a2cb38/javascript-algorithms-and-data-structures-v8)  **Back End Development and APIs**  [Link for a certificate](https://www.freecodecamp.org/certification/fcc61e370eb-db9b-4d5e-8f41-418787a2cb38/back-end-development-and-apis)  **Responsive Web Design**  [Link for a certificate](https://www.freecodecamp.org/certification/fcc61e370eb-db9b-4d5e-8f41-418787a2cb38/responsive-web-design)  **The international organization “AIESEC”** Organization and management of international projects |