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PROJECT MANAGER | CO-FOUNDER & OPERATIONS MANAGER | PROJECT COORDINATOR

SUMMARY

Aspiring Project Manager with 5+ years of experience performing complex daily functions, including sales, operations, and project management. Equipped with excellent communication skills to effectively interact with all levels of an organization, establish relationships, and influence project stakeholders.

- **An inspiring leader** with a background in conducting own startup, which focuses on fast-growing sustainable ventures and collaborates on joint projects with the European Space Agency (ESA).
- **A technical practitioner** commended for keen attention to detail in creating complete operations management cycle and delivering business value to the Norwegian Directorate of Immigration (UDI).

AREAS OF EXPERTISE

- | | | |
|-----------------------|------------------------|-----------------------|
| ▪ Team Leadership | ▪ Risk Management | ▪ Data Analysis |
| ▪ Agile Management | ▪ Project Scheduling | ▪ Quality Assurance |
| ▪ Systems Engineering | ▪ Business Development | ▪ Time Management |
| ▪ Change Management | ▪ Process Optimization | ▪ Resource Allocation |

PROFESSIONAL EXPERIENCE

Frelsesarmeen | Kongsberg, Norway

04/2022 – Present

Frelsesarmeen is a government contractor for community development and social projects.

Project Manager

- **Stakeholder Management:** Fostered relationships between government and municipality units, enhancing stakeholder collaboration by facilitating retrospective meetings and workshops.
- **Operational Excellence:** Showcased leadership in strengthening departmental compliance and streamlining information dissemination, through the successful integration of ERP system.
- **Data Analysis:** Conducted data analysis to identify trends and patterns in service operations management, concluding in average performance increase of 34% within a span of 5 months.

Sprout USN | Drammen, Norway

03/2021 – 02/2023

Sprout is a student incubator that promotes entrepreneurship and offers mentorship services.

Co-Founder & Operations Manager

- **Strategic Partnerships:** Secured partnerships with Kobben and other leading business incubators in Norway by nurturing an empowering environment and attracting over €100k in funding.
- **Project Monitoring:** Assessed the SpaceTech progress by implementing Earned Value Management, resulting in increased cost forecasting accuracy and better control of project deliverables.
- **Conflict Resolution:** Established rapport by promoting communication among cross-functional teams and departments, enhancing knowledge sharing and effectively mitigating conflicts.

Studentsamskipnaden SSN | Kongsberg, Norway

05/2021 – 04/2022

SSN is a welfare organization that provides student housing, funding and health services.

Project Coordinator

- **Process Streamlining:** Drove seamless functions and process transparency by effectively handling and tracking project constraints while applying Agile methodologies: Scrum and Kanban.
- **Resource Management:** Superintended project scheduling and resource allocations via CPM resource-leveling techniques, reconciling expenses within set limits and reducing costs by 27%.
- **Team Leadership:** Promoted work excellence by boosting team morale through team-building activities and brainstorming sessions, ensuring a high level of creativity and collaboration.

SovaMax Trading | Chisinau, Moldova

12/2019 – 06/2020

SovaMax is a wholesale of OEM printing consumables for copiers, fax, and printing machines.

Sales Representative

- **Customer Service:** Maintained strong B2B partnerships based on the solid foundation of business integrity, addressing customer concerns to ensure client goals are always exceeded.
- **Lead Conversion:** Effectively enhanced lead conversions and revenue growth by providing price offers and quotes, acquiring over 50 new clients with an average order value of \$1800.

Firstline SRL | Chisinau, Moldova

08/2017 – 07/2019

Firstline is a manufacturer that provides packaging solutions for the food & beverage industry.

Sales Manager

- **Business Negotiation:** Established relationships with industry partners by actively taking part in international exhibitions, resulting in signing new agreements with a total value of €65k.
- **Critical Thinking:** Generated comprehensive burn-down charts and quarterly reports, proposing collaborative ideas to senior management with the aim of increasing department sales.
- **Sales Strategy:** Developed and implemented successful marketing strategies by leveraging the capabilities of CRM software tools and maintaining customer satisfaction rate above 93%

EDUCATION

Master's Degree, Innovation and Technology Management

University of South-Eastern Norway

GPA: 87% | Graduated: June 2022

Bachelor's Degree, Engineering and Industrial Technologies

Technical University of Moldova

GPA: 84% | Graduated: June 2018

CERTIFICATIONS

CAPM – Project Management Associate

PMI | April 2022 - April 2025

PSM I – Professional Scrum Master

Scrum.org | November 2022

SOFTWARE SKILLS

MS Office 365 | MS Project | Power BI | Slack | Notion | Miro | Trello | Python | SQL | HTML | CSS

LANGUAGES

English (C1) | Russian (Native) | Norwegian (B2) | Romanian (B2)