

Matthew Lizak

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Professional Summary

Operations Strategist & Product Designer/Developer with expertise in innovative project management, cross-cultural initiatives, and data analytics. With experience in government consulting, event planning, marketing, growth, and product design, I bridge technical expertise with creative vision to deliver impactful solutions. Passionate about understanding global trade, I am studying Operations & Supply Chain Management at the [University of St. Thomas](#). Currently working at [Palestra](#) on research projects like LiDAR scanning of ancient ruins in El Salvador, but am open to new positions.

Experience

Palestra, Operations Lead

Remote & El Salvador
March 2023 - Current

- Spearhead event planning, sales, and execution for high-profile gatherings
- Developed Manila, a site for people in our connected networks to find opportunities, jobs, and bounties
- Coordinated with El Salvador Government to grow cultural efforts like LiDAR scans of Mayan Ruins, contribute policy such as commercial code reform, SAFE law, and Medical Freedom Law

Urbt Foundation, Marketing Manager

Remote & Portugal
2023

- Led marketing efforts across multiple social media platforms, created merchandise, a magazine release, and NFTs, growing a supporting brand to promote Urbt.
- Organized and promoted the sold out BlimpDAO Event at Urbt Assembly, featuring a professional in airship history and technology
- Served as a Master of Ceremony for Urbt Assembly 2023 in Lisbon

CodeStates, Head of Community

Remote
2022

- Held weekly Web3 education programs and drove community growth through Discord engagement, content creation, and speaker series
- Built and executed communications strategy across social platforms, producing articles and threads that expanded member base

Projects & Accomplishments

Agreement with Ministry of Culture for LiDAR scans of Mayan Sites

- Negotiated and secured formal agreement with El Salvador's Ministry of Culture to deploy advanced LiDAR technology for archaeological surveying—establishing Palestra as a key partner in national cultural heritage preservation

Age of Light & Palestra Bureau Events

- Led comprehensive event management for two flagship initiatives: Palestra Bureau speaker series at San Salvador's National Theatre and Age of Light health conference on a volcano - handling marketing, speaker scheduling, logistics coordination, and AV team coordination for professional recording

Manila Opportunity Market [↗](#)

[Manila Repo](#) [↗](#)

- Built a end-to-end platform enabling organizations to post opportunities and process applications for bounties, contracts, and research positions

Education

University of St. Thomas, Operations & Supply Chain Management

Sept 2021 - December 2025

Technologies

Technologies: VSCode, Github, Excel, Slack, Notion, Jira, Microsoft Office, Google Suite, Adobe Creative Suite

Languages: JavaScript, C, HTML/CSS