

Mehmet Gündas

Mobile: +90 (544) 403-3606 – Email: meh.gundas@gmail.com – Address: Eskişehir, Turkey

Portfolio Website – [GitHub](#) – [LinkedIn](#)

Education:

Associate's Degree in Computer Programming

Anadolu University, Eskişehir, Turkey | 09/2021 - 06/2023

- **Earned an Associate's Degree in Computer Programming** from Anadolu University, Eskişehir, Turkey.
- **Gained hands-on experience in Object-Oriented Programming (OOP)** and applied algorithm design.
- **Developed a strong foundation** in databases, web design, and popular web development programming languages.
- **Acquired problem-solving skills and knowledge of programming concepts** applicable to real-world software development.

Bachelor's Degree in English Language Teaching (ESL).

Anadolu University, Eskişehir, Turkey | 09/2017 - 06/2021

- Specialized in **Linguistics, Phonology, and Syntax**, with a strong focus on language structure and acquisition.
 - Gained valuable insights into the challenges faced by non-native speakers through courses like "**Contrastive English/Turkish Phonology and Morphology**", which deepened my understanding of the phonological and morphological differences between English and Turkish, and how these affect language learning.
-

Experience

In30 Media, Project Manager

Remote, 01/2025 - Present

Achievement/Tasks

- **Project Manager at In30 Media**, a subsidiary of RTA Marketing Inc., where I focus on establishing core processes and workflows for efficient operations.
- **Developed lead generation strategies** by creating custom scraping scripts to extract potential leads from public websites, followed by in-depth research and analysis of the scraped data to identify high-value prospects.
- **Set up a new email marketing system** using Instantly.ai to enhance lead nurturing, improve outreach efficiency, and optimize email deliverability and engagement.

RTA Marketing Inc., IT Project Manager

Remote - 01/2025 - Present

Achievement/Tasks

- **Promoted to IT Project Manager**, taking on leadership responsibilities while continuing to manage previous tasks and initiatives.
- **Implemented EOS within the organization** to improve team alignment, accountability, and operational efficiency.
- **Developed dashboards in ClickUp and moderated Level 10 meetings**, driving team productivity and ensuring alignment with organizational goals.
- **Designed landing and funnel pages, implemented an SOP system, and managed workload distribution** to optimize team performance and project success.

RTA Marketing Inc., Software Development/Support Specialist

Remote - 03/2024 - 01/2025

Achievement/Tasks

- **Developed and implemented end-to-end solutions** using GoHighLevel, Mailgun, Twilio, Make, and Google Products to optimize lead management, marketing automation, and project workflows.
- **Customized workflows and automations** to improve customer engagement, lead nurturing, and project management, enhancing efficiency and reducing manual tasks.
- **Tailored tools and processes to meet client-specific needs**, ensuring smooth integration with existing systems and increasing client satisfaction.
- **Provided ongoing support, training, and attended client meetings** to ensure effective tool use, improved lead conversion, and streamlined project timelines.

Professor Orhan Oğuz Anadolu High School, English Teacher Intern

Eskişehir, Turkey – 09/2020 - 06/2021

Achievement/Tasks

- **Prepared curriculum, lesson plans, and activities** tailored to modern teaching methodologies and language acquisition techniques, ensuring content was engaging and effective for diverse student needs.
 - **Incorporated an understanding of the affective filter theory**, adapting teaching strategies to lower barriers to language learning, such as anxiety, motivation, and student self-confidence.
 - **Developed dynamic, interactive lessons** that catered to various learning styles, fostering an inclusive and supportive learning environment to encourage language development.
 - **Collaborated with senior teachers and staff** to evaluate student progress and adjust teaching materials and methods to enhance the learning experience.
-

Core Values

- **Integrity:** Committed to honesty and transparency in all professional interactions, ensuring ethical decision-making and fostering trust with colleagues and clients.
 - **Humility:** Embracing a growth mindset and the willingness to learn from others, I focus on collaboration and value diverse perspectives.
 - **Compassion:** Approaching every challenge with empathy, I prioritize understanding and supporting my colleagues and clients to achieve collective success.
-

Skills

JavaScript | CSS | HTML | Node.js | React | Express | Redux | SQL | MongoDB | API Integration | Bootstrap | Tailwind CSS | Git | Responsive Design | Problem Solving | Docker | Twilio | Mailgun | GoHighLevel | ClickUp | Wordpress | Divi | RESTful APIs | Zapier | Make (formerly Integromat) | Linux | Windows | WoodPecker | Instantly.ai | EOS | Leadership | Accountability

Certificates

- **Introduction to Back-End Development**
Meta (via Coursera) | January 2024 | [Certificate](#)
Completed an 18-hour course focused on the fundamentals of back-end development, including server-side scripting, databases, and APIs.
 - **Introduction to Front-End Development**
Meta (via Coursera) | January 2024 | [Certificate](#)
Gained foundational knowledge in front-end development, covering HTML, CSS, and JavaScript for building dynamic user interfaces.
 - **Programming with JavaScript**
Meta (via Coursera) | January 2024 | [Certificate](#)
Completed a 42-hour course to master JavaScript programming, including key concepts such as functions, objects, and asynchronous programming.
 - **Version Control**
Meta (via Coursera) | January 2024 | [Certificate](#)
Learned the essential principles of version control, using Git for managing and collaborating on code across development teams.
 - **Diction Course Certificate**
ESMEK Eskişehir, Turkey | April 2018 | Certificate
Completed a comprehensive diction course, enhancing pronunciation, clarity, and effective communication skills. Developed techniques for improving speech articulation and voice control in both professional and personal settings.
-

Projects

-
-

Languages

- **Turkish – Native**
- **English – Working Proficiency**