Malinovskiy Arseniy

PROJECT MANAGER

30 січня 2022 Місто: Київ

Готовий до відряджень: Одеса

Вік: 30 років
Режим роботи: повний робочий день, віддалена робота
Категорії: IT, WEB фахівці, Керівництво

Увійдіть або зареєструйтеся на сайті як роботодавець, щоб бачити контактну інформацію.

Досвід роботи

Project Manager

Javetec (UK) (IT),
08.2021 – По теперішній час (5 років 3 місяці)

Обов'язки:

Javetec (previously known as Tectum AI), a British company that provides business leadership, technical expertise, design, and development services for start-ups & companies those looking to implement AI solutions. They develop a fully tailored technology strategy.
I am working here as an IT project manager, currently on a high-budget, long-term real estate project for an EU-based company with offices in Sweden and the UK. I also cover some in-house projects of Javetec based on AI implementation into various industries. My responsibilities included project planning, control, supervision of the results, and analytics of developers' performance. I regularly communicate with clients in order to make them confident about the project's success. We use platforms Jira, Trello, and Asana for tasks, Slack for regular communication.
In addition, on a part-time based, I am working together with the CEO on a Business Development, as this company is actively growing and require new strategies within marketing, sales, hiring, etc.

Project Manager

Ideal Deal (Russia) (IT),
06.2020 – 08.2021 (1 рік 2 місяці)

Обов'язки:

Ideal Deal, a small sized software company specializing in the development of innovative IT products (MVP, software of any complexity (SaaS, ERP, CRM, E-commerce) and other related services for international customers.
- Performed a variety of tasks to develop this young company into an established business
- Managed company's project for the development of international sales of innovative products, including all stages of development: initiation, research, planning, testing, implementation (launch), completion, coordination of the actions of team members and third-party consultant contractors to implement the project in accordance with the project objectives, urgency and within budget.
- Managed a wide variety of project tasks at every stage, including identifying, monitoring, tracking, and controlling for solving problems, conflicts, risks, dependencies, and the results of critical analysis.
- Developed the concept of the project, made the choice of the project strategy, its planning, and implemented deadlines
- Created the design and documentation of the project in accordance with its business objectives, plan, high-quality management standards and customer expectations.
- Suggested a new way of company's strategy and a restructuring of a company to meet new challenges within the market.
In the project's boundaries:
- supervised and coordinated the work of the company's employees;
- used the experience of working with large amounts of data (research, analysis, the ability to identify relationships and interdependencies in data), international market research (SWOT, PESTEL), assessment and analysis of the information received to create an information base;
- independently came up with the concept of the project;
- developed and successfully tested various hypotheses, modern technological techniques, and methods to achieve the goal

- to reach direct clients of international companies;
- defined and implemented the direction of direct sales of MVP and software for foreign clients;
- compiled an original algorithm for creating a client base;
- formed schedules for the implementation of tasks and reports of the work performed for the company's management, including analytical, statistical, financial and overall reports;
- wrote scripts for working with foreign clients from the USA and EU countries;

Founder/CEO/Project Manager

UST Innovations LLC (US) (IT),
10.2018 – 12.2019 (1 рік 2 місяці)

Обов'язки:

UST INNOVATIONS LLC, an American startup company that specialized in the development of innovative IT products, including startups. Full time/part-time.
- Carried out the management of an innovative project, including all its stages of development: initiation, planning, implementation, and completion of the project, coordination of the actions of team members, third-party consultant contractors to implement the project in accordance with the project objectives and within the budget.
- Participated in the development of the project concept and strategy, project planning, deadline implementation.
- Managed a wide variety of project tasks and deliverables at every stage, including identifying, monitoring, tracking and controlling to resolve problems, conflicts, risks, dependencies, and critical analysis results.
- Was involved in the design and documentation of the project in accordance with its business objectives, plan, high-quality standards and customer expectations.
- Conducted negotiations and meetings, business correspondence between all stakeholders of the project at all levels.
- Managed the process of hiring specialists (search, negotiations, testing, conclusion of agreements).
- I was engaged in the development, execution, conclusion of agreements for the employment of third-party consultant contractors, NDA.
- Drew up a work plan for each team member, motivated, stimulated the activity of performers, organized the interaction of team members, coordinated their activities and monitored the quality of the result.
- Formulated and translated a commercial proposal, technical documentation, product presentation texts, letters to investors, etc.
- Was engaged in the preparation of documents for the implementation of the registration procedure for services (content), registration of copyright and other rights associated with the project. Effectively passed the procedure for registering the copyright of a new product in the US Congress.

Junior Business Manager

LEGAL SERVICE AND TECHNOLOGIES LLC (Bulgaria) (Tourism/Immigration/Education abroad),
09.2016 – 09.2018 (2 роки)

Обов'язки:

LEGAL SERVICE AND TECHNOLOGIES, a small sized family company that provided legal and consulting services in the field of education and employment within the EU.
- managed an international project of the company as a trade representative, planned, formed tasks, selected specialists, controlled the volume, timing and quality of their work.
- represented the international interests of the company to individuals and legal entities, including educational institutions, migration and registration authorities.
- coordinated the activities of sales representatives, ensured their effective interaction, maintained motivation and resolved conflict situations.
- trained the company's sales representatives.
- negotiated with clients, conducted consultations, was engaged in paperwork and signing of contracts.
- organized and conducted presentations, trainings and seminars.
- prepared reporting documentation, sales tables for matrix organization.
- was engaged in the translation of international legislative acts, contracts, preparation of information and analytical reports for the structural divisions of the company.
- studied and analyzed the international service and hospitality market.
- consulting clients who wished to immigrate, study or travel within EU.
- searched for legal information related with immigration policies and requirements for foreigners.
- applied for EU visas (travel and education purposes).
- prepared documentation for immigration, education and travel within EU and performed translation into English.
- prepared and made contracts for the purposes mentioned above.

Освіта

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Знання мов

Англійська - Професійний (експерт), Російська - Професійний (експерт)

Додаткова інформація

Знання комп'ютера, програм: Technical skills: Microsoft Office: Word, Excel (Graphs, Formulas, Gantt Charts), Outlook, Power Point; SAP Terp 10. Jira, Trello, Confluence, Asana, Slack
Особисті якості, хобі, захоплення, навички: Personal skills: Perfect written, verbal and presentational skills. I understand and use in my work various professional tools and techniques, best business practices and recommendations, along with this I understand IT technologies. Strategic thinker with strong analytical (including SWOT and PESTEL) and problem-solving skills. Motivated, determined, with the ability to adapt to changing and competing environment. Possess strong team management skills; I have the desire to take initiative, deal with ambiguity, and take responsibility. Purposeful, company-oriented, team-oriented and collaborative. My strengths are leadership and diplomacy, the ability to create a positive attitude and motivation within a team, to work in an international environment. Ability to speak publicly and negotiate. Open, sincere and easy-going.