

# ALEXEY KULIKOV

## IT Project Manager

Serbia | +381-69-626-184 | [Telegram](#) | [kulikov2531@gmail.com](mailto:kulikov2531@gmail.com) | [LinkedIn](#) | [Personal Website](#)

---

## SUMMARY

I'm a Project Manager specializing in business automation within Retail, Manufacturing, Tourism and Hospitality, Healthcare, and Education domains. With a proven track record of successfully leading cross-functional teams and delivering results in diverse industries, I am adept at driving projects from conception to completion while ensuring alignment with organizational objectives and stakeholder expectations. My expertise lies in project planning, stakeholder management, risk mitigation, and implementing best practices to optimize project outcomes and maximize business value.

---

## EXPERIENCE

### FIRST BIT, Ltd.

Moscow, Russia

#### Project Manager / Team Leader

Aug 2020 - Present

- **Established and led** the implementation of a Project Management Office (PMO) from inception,
- defining processes, implementing tools, and fostering a culture of project management excellence across the organization
- **Led cross-functional teams** comprising business/system analysts, frontend/backend developers, designers, and testers, utilizing Agile methodologies to develop enterprise portals, CRMs, web applications, and microservices.
- Managed projects according to **Agile methodologies** such as **Scrum and Kanban**.
- Defined project **goals, tasks, and deadlines** in alignment with organizational objectives.
- Interfaced with clients to ascertain priorities and **collect business requirements**, ensuring alignment with project objectives.
- **Assigned tasks** to the development team and effectively managed priorities to meet project milestones.
- Oversaw the management of the product backlog and strategically **planned releases** to optimize project delivery.
- **Facilitated meetings** to ensure effective communication and collaboration among team members.
- **Resolved issues and removed impediments** to progress, while ensuring teams had access to necessary resources for successful project execution.
- **Conducted regular evaluations** of team performance and implemented continuous improvement initiatives to enhance operational efficiency.

### EFFECTIVE SOLUTIONS, Ltd.

Moscow, Russia

#### Project Manager

Aug 2019 - Aug 2020

- **Led a digital transformation project** resulting in a 45% increase in business efficiency. **Managed cross-functional teams** to automate internal Sales, Purchasing, Marketing, HR, and accounting processes. Collaborated with the CEO to develop metrics (KPIs) and evaluation categories.
- Oversaw the launch of a Web enterprise portal and implemented metrics reporting **using MS PowerBI**. Defined Business, Customer acquisition, and Go-to-Market strategies.
- Developed and managed a service application, enhancing sales performance and reducing customer loss by 35%.

### KAMI ASSOCIATION, Ltd.

Moscow, Russia

#### Associate Project Manager

Aug 2019 - Aug 2020

- Spearheaded the company's presence at the annual exhibition "Metalworking," **resulting in securing 2 new contracts totaling \$150,000**;
- Orchestrated **training sessions for 30 managers** from 16 branches nationwide, elevating technical proficiency and **driving a 20% sales increase** within the department;

- Achieved a **15% reduction in procurement costs** for laser cutting equipment by surpassing sales targets by **70% consecutively for 6 months**;
  - Successfully executed a project to secure **exclusive rights** to entry-level laser machines;
  - Consistently met and exceeded sales targets for sheet metal processing equipment.
- 

## COMPLETED PROJECTS

Please follow the link to view my portfolio [kulik8v.github.io/index.html#portfolio](https://kulik8v.github.io/index.html#portfolio)

---

## EDUCATION

**Institute of Business and Politics**

***Master of Business and Management - 4.7 GPA***

**Moscow, Russia**

***2005 - 2010***

---

## ADDITIONAL INFORMATION

**Certifications:** Scrum Master Certification by Coursera, Project Management Professional Certificate by Google

**Skills:** Project planning, Team leadership/management, Problem solving, Jira/Confluence, Agile (Scrum/Kanban), Mentoring and motivating, Python, SQL, Django, Git

**Language:** English B2 - Advanced, IELTS 6.0, Russian (native)