

## Project Manager

Femeie, 26 ani, superioare studii.



**Datele de contact ale candidatului sunt contra cost. Detalii aici: <http://www.rabota.md/cv/>**

Salariu	Sal. negociabil
Program de lucru	Full-time
Bender	Bender
Calatorii de afaceri	disponibil pentru detașări de serviciu

## Experiența de munca

6 ani și 6 luni

ianuarie 2022 - până în prezent  
2 ani și 3 luni

### Senior Project Manager

**Moscow Transport Department**  
(Remote), Consultanta, dezvoltarea strategica

- Implemented the intranet for Moscow transport reaching within a year average MAU of 30-50% of headcount across 12 organizations (more than 100000 employees in general).
- Under my management project team settled the legal structure of the system, provided IT-integration with the local ERP systems, elaborated the PR strategy, etc.
- Led the optimization and automatization of the organizational processes and employee services;
- Managed the implementation of the dashboard system, elaborated the layouts for management dashboards and coordinated the process of integration with databases;
- Led the launch and modernization of electronic system for technical documentation management (more than 10 million pages of documentation);
- Coordinated the implementation of the internal center of IT expertise and supported the process of transferring the IT support from external contracts to internal SLA resulting in cost reduction by up to 5 million rubles a year.
- Acted both as a project leader and expert on the competency model elaboration resulting in optimization of the learning system for Moscow transport top and middle management;
- Coordinated the launch of new learning programs (highly appraised by top management) and online courses for personnel;
- Supported the migration to the new ERP system and unification of business processes across the organizations;
- Coordinated the launch of a pilot project on business processes robotization.

aprilie 2021 - august 2021  
4 luni

### Senior L&D Manager

**BestDoctor**  
(Moscow), Cadre, gestionarea cadrelor

- Managing quarterly performance review cycles;
- Participating in decision making process on promotions, bonuses, salary increase;
- Managing the performance evaluation analytics;
- Developing an approach to employee onboarding;
- Elaborating and executing the L&D strategy;
- Developing and conducting the learning events;
- Consulting the managers on issues related to personnel evaluation and development;
- Developing the concept and managing production of the online courses;
- Conducting organizational research;
- Coaching managers and key employees.

august 2019 - aprilie 2021  
1 an și 8 luni

## Senior Consultant

**EY**

(Moscow), Consultanta, dezvoltarea strategica

Participated in the following projects:

- Design of approaches to remuneration, employee performance evaluation, succession planning and talent management;
- Development and implementation of HR strategy, HR branding, Employee Value Proposition (including non-material motivation) and T&D systems for clients;
- Development and implementation of short-term and long-term incentive programs for executives;
- Elaboration of economic models related to the personnel costs;
- Analysis, optimisation and automation of HR business processes;
- Optimisation of organisational structure and headcount.

WEYithin the projects provided complex support to the clients including elaboration of the methodological documentation and analytical reports, procession of the qualitative and quantitative data, preparation of communication materials, conduction of interviews and workshops, etc.

martie 2018 - iulie 2019  
1 an și 4 luni

## Junior L&D Specialist

**The Boston Consulting Group**

(Moscow), Cadre, gestionarea cadrelor

- Developing, implementing and conducting learning programs;
- Coordinating internal trainers;
- Tracking & updating analytics;
- Organizing onboarding for newcomers;
- Communicating with providers & searching for new learning opportunities;
- Managing internal electronic learning system;
- Coordinating document flow & reporting.

iulie 2016 - iunie 2017  
11 luni

## Research Intern

**National Research University Higher School of Economics**

(Moscow), Stiinta, educatie, formare profesionala

- Conducting scientific research;
- Processing & Analysing data;
- Organising research presentations;
- Participating in scientific conferences.

## Education

## Studii superioare

până în 2021	National Research University "Higher School of Economics", Moscow, Faculty of Business and Management Management (Master degree, Diploma with honors)
până în 2019	National Research University "Higher School of Economics", Moscow, Faculty of Social Science Psychology (Bachelor degree, Diploma with honors)

## Instruire continua, cursuri de formare

2019	Business Trainer in European Trainers School, Course in Trainer's program, or. Moscow.
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## Competente-cheie

- Project Management
- Team Management
- Talent Development
- Strategy Planning
- Event Management
- Business and Data Analysis
- Organizational Research
- Change Management
- Business Trainings
- Facilitation Sessions

## Competente lingvistice

Rusa	Materna
Romana	Elementar
Engleza	Comunicare

## Informații suplimentare

Calatorii de afaceri	disponibil pentru detașări de serviciu
Cetățenie	Moldova
Permis de conducere	B
Autovehicul propriu	automobil personal
Despre mine	Experienced project manager with the degrees in Psychology and Management. Proactive, self-organized, good communicator with coaching skills and quick learner used to work in a multitasking mode. Have developed skills in change management proved by working experience. Certified Business Trainer. Open to remote working opportunities in Project Management in IT, HRtech, Consulting and EdTech. I love travelling and I'm ready for business trips. Actively studying Romanian language, currently in process of B2 level.

I will be glad to continue personal communication to tell more about my skills and experience!