



DARIA TERENTJEVA

Project Manager

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ABOUT ME

Dedicated Project Manager with experience working in web development and 3D visualization projects, that have a meaningful impact on the company and clients.

During all of my previous employments, it has been necessary to develop critical thinking and to learn how to use the critical thinking approach to myself. I am used to restricting myself from blind confidence and tend to double-check the information. I believe, I graciously balance between being verbose and laconic, when it comes to communication of ideas.

PROFICIENCIES

- English (full professional proficiency)
- German (professional working proficiency)

SKILLS

- Resource Allocation
- Scheduling
- Waterfall
- Scrum
- Relationship Building and Management
- Project Management Software
- Problem Solving

EDUCATIONAL BACKGROUND

Donetsk National University
Bachelor's degree, Language Interpretation and Translation

WORK HISTORY

IT Project Manager

Atlasiko inc.

Mar 2021 - Present

- Managing projects from the initiating to the closing phases.
- Communicating with key stakeholders to define clear and achievable requirements to incorporate them in further milestones.
- Managing up to 10 FTEs, including developers, designers, and 3D artists (activity, and resource planning).
- Facilitating Scrum Ceremonies.
- Identifying areas for improvement within individual and project metrics.
- Providing clients with up-to-date reports on projects.
- Using project management control tools to monitor the project's flow (GudHub, Jira, Trello, Monday).
- Working with clients to resolve any issues efficiently, to benefit both Atlasiko company and client's business.
- Ensuring that allocated projects are delivered to agreed timescales, fit for purpose, and successfully handed over to clients, in accordance with client's business policies and procedures.
- Establishing and creating a successful representation of the company on freelance marketplaces from scratch and further implementation of workflow that suits a rapid and fast-changing environment innate to freelance projects.

IT Project Manager

GoldDev Agency

Apr 2020 - Mar 2021

- Corresponding with potential and current clients.
- Managing projects from the initiating to the closing phases.
- Managing teams of up to 6 team members, including developers and designers.
- Using project management control tools to monitor the project's flow (Jira, Trello, Monday).
- Ensuring that allocated projects are delivered to agreed timescales, fit for purpose, and successfully handed over to clients.
- Managing of escalated issues and settling disputes.