

Olga Telnova

IT PROGRAM MANAGER / TEAM LEADER

Profile

A proactive, flexible, result-oriented IT Project Manager with 4+ years of experience in managing projects and creating teams. Also have good practice in team creating, launching new products and customer experience. Adept in roadblocks removing and also with good practice in working with cross-functional teams. A real team player with a passion for learning and growing within an organization.

Work experience

Team leader, Digital league, Moscow

SEPTEMBER 2022 – PRESENT

Responsibilities

- Creating a new Data Warehouses for a big group of Companies (ETL, SQL);
- Prioritizing and defining the scope of requirements with a stakeholders;
- Drive project delivery within time and budget;
- Coordinated with cross-functional teams to manage and control project issues.

Achievements

- The number of tasks done by team for sprint raise on 70%;
- The number of bugs after each sprint decreases in two times.

Sr IT Program manager, UniCredit Bank Russia, Moscow

APRIL 2022 – SEPTEMBER 2022

Responsibilities

- Managing different areas of projects lifecycle: business, key needs and legal;
- Successful closing up to 7 projects simultaneously with cross-functional teams (about 10-12 team members in my team);
- Training and supervision of project activities of six junior PMs;
- Reaching prosperous agreements for Bank with vendors;
- Solving emerging problems throughout the whole project lifecycle.

Achievements

- Implemented in the shortest possible time without violating deadlines 2 new products, automation of manual processes and requirements of the Central Bank;
- Honored as a manager who did the best retail product of the year - "Cash&Back" project (card sales increased by 15% in the first three months after launch);
- Honored as one of the best project managers of the year (nomination "Keep up with everything").

IT Project manager, UniCredit Bank Russia, Moscow

APRIL 2021 – APRIL 2022

IT project manager (work under the contract), KB-12 Group of Companies, Moscow

DECEMBER 2020 – APRIL 2021

Work on the last two phases of project to help the company to get the expected by investors results.

Details

Moscow

Russian Federation (Ready for relocation)

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Hard Skills

Extensive experience in managing waterfall and agile projects (Atlassian, Monday, Asana, Trello)

MS Office

Ability to identify the real customer needs

Establishment of team work setting tasks

Good skills of conducting presentations and negotiations

Capability to work with any new tools

Good experience in multitasking

Soft Skills

Excellent communicational skills

Leadership and fostering teamwork

Ability to understand everything new quickly and deeply

Ability to create health environment in team

Ability to motivate team members and find an approach to everyone

Flexibility in changing conditions

Languages

English – C1

Russian - native

Responsibilities

- Guide the development of applications (iOS, Android, web);
- Setting tasks and prioritizing the backlog in Jira and Asana;
- Tracking and control the tasks and budget (time and material contractors) and the status of task completion;
- Development of new features and bug fixes;
- Establishing communication within the team, searching and working with subcontractors;
- Searching and hiring team members.

Achievements

- Automation of processes through integration of applications with services (FB+API adjust);
- Successful launching app in foreign country;
- Creating the strong team which was on the same page during the project.

IT Project Manager, FOC Company (Financial and Organizational Consulting), Moscow

MAY 2019 – DECEMBER 2020

Responsibilities

- Clarification of the customer's needs, formation of business requirements;
- Establishing interaction between the customer, the integrator and the software copyright holder;
- Distribution of tasks among team members, priority setting;
- Tracking the completion of tasks and deadlines in Jira, Trello programs Risk control at all stages of project management.

Achievements

- Successful launch of Pilot in the parent company and 12 subsidiaries due to working with the team side by side because of tight deadlines

Education

Master's degree of applied mathematics and physics, Moscow Institute of Physics and Technology (MIPT), Moscow

SEPTEMBER 2011 – JUNE 2013

Department of IEF RAS (The Institute of Economic Forecasting of the Russian Academy of Sciences)

Bachelor's degree of applied mathematics and physics, MIPT, Moscow

SEPTEMBER 2007 – JUNE 2011

Professional retraining degree on Management in innovative entrepreneurship, MIPT, Moscow

MARCH 2021 – JUNE 2022

References

References available upon request

Courses

Google Project Management Professional certification, Coursera

JULY 2022 – NOVEMBER 2022