

Michał Wojtas

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CURRICULUM VITAE

EXPERIENCE:

since 11.2016 – Styla – Sr. Project Manager Integration:

- working with internal development teams and clients, mainly on API integrations and plugins, handling communication via Email and phone in English and German, maintaining product documentation at <http://docs.styla.com> and on GitHub,
- managing product feature development projects, backlogs etc. (microservices with diverse JS frameworks and sharing data via APIs), attending sprint plannings and daily stand-ups,
- gathering user stories, bug reports, writing feature specs, setting up service instances, occasional QA and UX tasks, keeping other departments informed about new releases,
- supporting Customer Success and other teams in technical matters, attending pre-sales and service calls, client tech support via Email,

03.2015-11.2016 – Leanle.com - COO/Co-owner:

- managing agile/lean development projects, mainly Ruby on Rails and mobile (Android, iOS),
- defining scopes with clients using UI prototypes, working with developers and designers,
- day-to-day management of this small company's finance, legal, client relations,

06.2013-02.2015 – KIC InnoEnergy - Project Manager:

- defining scopes of websites/apps developed for the company, creating UI prototypes,
- reporting to steering committees, working with Marketing, Business, other departments,
- managing design then development and testing phases with subcontractors hired for the tasks,
- single point of contact for various issues related to web apps, supporting users in tasks ranging from Google Sites through Analytics to WordPress trainings,

03.2012-05.2013 – Hypermedia Isobar/Warsaw - Project Manager:

- leading web development projects (mostly complex websites, Facebook apps) for various Procter&Gamble brands on local or regional markets,
- working with: creative agencies, P&G employees around the world, in-house front-end and back-end developers, freelance developers, global hosting supplier,
- ensuring delivery of P&G corporate standards as well as budgets and deadlines,
- onboarding and trainings for Project Managers entering the company,

08.2011-12.2011 – Artegence - Account Manager:

- web projects for Polish market: Alior Bank, Unilever, PKT,
- standard PM duties plus contract management, invoicing, internal budgeting,
- left after 4-month trial, my decision,

01.2010-08.2011 – MRM/McCann/Warsaw - Project Manager:

- managing web-based projects for local and European markets: MasterCard, Danfoss, L’Oreal, Amica, Henkel,
- product websites, online contests, display campaigns, multimedia presentations,
- from project scope and bid until completion, day-to-day communication with the clients,
- cooperation with: account managers, media planners, UX designers, creatives, programmers, ad networks, media agencies, ATL and BTL agencies,

05.2007-12.2009 - **apeiro.pl - Project Manager:**

- small web agency in Kraków taking care of mostly local market clients,

07.2003-4.2007 - **Onet.pl – Trainee/Forum Specialist/Sports News Writer:**

- Poland’s biggest news/entertainment portal,
- several roles with some breaks, started during my studies.

EDUCATION:

2014 – **ITIL Foundation** (AXELOS certificate), **AgilePM Foundation** (APMG certificate), **Analytics IQ** (Google certificate),

2009 – **Certified Project Management Associate** (IPMA certificate, level D),

2009 – **Project Management** at Tischner European University in Kraków (Postgraduate),

2006 – **Journalism and Communication** at Jagiellonian University in Kraków (Master).

SKILLS:

- languages: **Polish** - native, **English** - very good (CAE certificate, grade A), **German** - very good (Goethe-Zertifikat C1), **Spanish** - very good (DELE B2 certificate), **French** – basic,
- **Adobe Photoshop** and **Illustrator**, **Sketch**, **Axure RP**, **UXPin**, UI prototyping, **UML**,
- practical **HTML** and **CSS** use, basic **JS**, online website development **WebFlow** tool,
- working with several CMS, very wide **WordPress** experience,
- overview of other **technologies used in web development**: PHP, RoR, .NET, Objective-C, Java, databases, server infrastructure, DNS bug tracking tools, code deployment process,
- **Google Suite**, **Microsoft Word**, **Excel**, **Power Point**, **Project**, **Slack**, **Trello**, **Zapier**,
- **writing**: a [book about YouTube and computer games](#) in Polish published in October 2017, more projects in progress, dozens of user guides and specs written.

WHAT I CAN DO FOR YOU:

- manage internal projects for your organization, from planning until completion,
- collect user stories, convert them into backlogs, manage your product or its features,
- produce great web apps on time, efficiently and with a flatter [pain curve](#),
- organize work for multinational teams of specialists in different areas,
- serve as an internet one-stop-shop for your company,
- liaise between you and subcontractors based abroad,
- write documentation for your APIs, user guides, specs or any other content.