

Curriculum Vitae

Name: Igor Mróz
Born: #####
Nationality: Polish

Current address: #####

Mobile: #####
E-mail: #####
WWW: #####



Education

Master of Accounting and Auditing at Wrocław University of Economics (Wrocław, Poland)
2001-2006

Faculty of Management and Computer Science, full-time studies
Thesis: *Evaluation of the IT accounting system: case study*

Professional experience

Project Manager at DreamLab Onet.pl (Cracow, Poland)
July 2010 - present

Leading a set of strategic projects under a banner of a “New CMS” for the biggest (2+ million unique users per month) Polish Internet portal. It’s goal is to develop from scratch a unique content-management solution (integrated with CDN, accounting, revenue calculation and other systems) that will serve hundreds of people in their everyday work. The final product has to support newly established strategic goals and vision for the whole company in the years to come.

My duties include:

- Leading project’s phases from kick-off to acceptance and delivery (waterfall & agile approach)
- Serving as buffer between IT-analysts and product managers facilitating establishing a clear business goals for projects and project phases
- Planning and managing schedule and resources (tight but achievable - approach inspired by the critical chain method)
- Carefully planning and monitoring quality and risks for the project
- Keeping multiple stakeholders informed and satisfied
- Monitoring and struggling to improve a cross-functional teams’ spirit and effectiveness
- Negotiating with and coordinating multiple vendors (currently Poland, Ukraine and Hungary based)

Example projects / phases delivered (track of successes):

- **New CMS Kick-off** (analytical, 6 months, within-budget, behind schedule): establishing clear goals and environment to start a “New CMS” program, that organization wasn’t able to launch for the three prior years
- **CMS Core, Phase 1** (development, 3 months, under-budget, on schedule): delivering quality and fully usable first version of the system with the agreed functionality despite the tremendous amount of changes and very high technology-risk
- **“Quick-win for the editors”** (development, 2 months, within-budget, on schedule): initiating and delivering a project that fixes the most annoying features of an old tool used by editors; result - significant support boost for the whole program (“you help us, we help you”)

Senior Software Analyst at Telecom sector of ComArch (Cracow, Poland)

February 2007 - June 2010

Standalone coordinator, analyst and implementation specialist; duties included:

- managing smaller projects
- task scheduling & coordination assistance for PM with the bigger ones
- analysis of the customer's business processes and cases, bottlenecks identification and elimination
- supervising implementation conducted by others, including acceptance tests assistance and execution

Projects (mostly in the field billing and inter-partner/interconnect billing) for companies from different countries experiencing truly multicultural environment:

- 6GMOBILE (The Netherlands), *May 2008 - June 2009* (contracted to work in customer's headquarters in Amsterdam area - 13 months in the Netherlands)
- TeleYemen (Yemen), *December 2007 - May 2008* (one month spent in Yemen)
- Polish Telecommunications (Poland), *February 2007 - April 2007*

Project Manager & System Architect at Dragonfly Design (Wrocław, Poland)

July 2005 - January 2007

Project Manager over the group of young professionals. Responsible for project team management, contacts and negotiations with customers as well as overall concept & design of the Content Management System.

Junior Accountant at Kowalska Accounting Office (Brzeg, Poland)

September 2004 - May 2005

Keeping of accounting books and fixed assets register. Preparation of monthly income tax and social security declarations.

Other activities

Secretary of the Board, Project Management Institute (Poland Chapter, Cracow Branch)

August 2007 - present

- Launching a series of tutorials "Introduction to the project management" for students of Cracow, one of the two lead-trainers during the whole endeavor
- Giving lectures on project management during local PMI's seminars
- Supporting various local branch's activities

"Informal Executive Board" member, The Dutch and Dutch-speaking People of Cracow

January 2011 - present

- Establishing new website for the organization & helping in various events organization

Other skills and information

Languages spoken: English (fluent); Dutch (A2/B1); Polish (native)

Certificates: Project Management Institute (PMI), Certified Associate in Project Management

Professional interests: quality management, project communications, leading and motivating people, Agile & SCRUM, critical chain method

IT skills: programming background (i.e. PHP, Oracle PLSQL); Windows & Linux comfortable

user; MS Office, various planning software (MS Project, Planner, JIRA/Greenhopper)

Soft skills: very good interpersonal skills, team worker, experienced in dealing with difficult clients, assertive, excellent work organization, able to work under pressure

Telecom knowledge: strong understanding & experience in various aspects of billing, interconnect billing, service provisioning and data mediation

Hobbies & pastimes: squash, Polish jazz, bodybuilding, aquarium, history of the World War II