



Anna Volobuieva

ABOUT

Project manager with experience in IT, particularly in implementing and supporting CRM solutions. Coordinated over 26 projects — from gathering business requirements and preparing technical documentation to interacting with teams and controlling deadlines. I have analytical thinking, a systematic approach, and effective communication skills. My strengths are responsibility, adaptability, and focus on results.

CONTACT

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EDUCATION

2021-2025 NATIONAL TECHNICAL UNIVERSITY «KHARKIV POLYTECHNIC INSTITUTE»

Bc. Business Administration

2022-2025 PRAGUE UNIVERSITY OF ECONOMICS AND BUSINESS

Bc. International Business

SKILLS

- ✓ Project management
- ✓ Microsoft Office
- ✓ Scrum methodology
- ✓ Languages: English, Ukrainian, Czech
- ✓ Driving license B

EXPERIENCE

PROJECT MANAGER (INTERNSHIP)

CRM Solutions | Remote, Ukraine | 2024-2025

Coordination of CRM system implementation according to clients' business needs. Ensuring communication between customers and the development team, managing tasks of low technical complexity, monitoring project completion on time. Conducting online customer training, preparing instructions and training materials, promptly responding to customer requests.

DATA COORDINATOR

ÚJV Řež, a. s. | Husinec, Czech Republic | 2025

Filling and maintaining the relevance of information in the company's CRM system. Collecting information about projects, systematizing and organizing it in accordance with internal requirements.