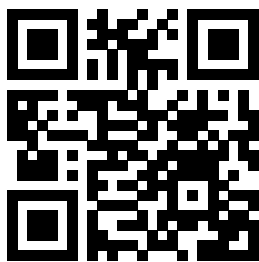# Razmik Madoyan — Project Manager Assistant, Front-end dev

⌃ Junior
📍 Armenia, Yerevan
💰 60 000 - 70 000 ₽ (руб/мес)
📅 Полная занятость
☁ Удаленная работа
✈ Релокация
✉ Контакт: geeklink.io/cv-33638

Навыки

Bootstrap, CSS, Figma, Git, HTML, JavaScript, Jira, Slack, Trello, Webflow, wordpress.

Опыт работы

- **HachTech LLC**

  Aug 2022 - Oct 2022 - Junior Project Manager, Intern

  -Determine and define project scope and objectives
  -Assess project risks, issues as well as provide corresponding solutions
  -Submit progress reports to stakeholders and senior managers
  -Measure project performance to identify areas for improvement

- **RIGZ LLC**

  Aug 2020 - Feb 2022 - Project Manager Assistant

  -Manage and update project related documentation
  -Provide progress reports, assist in research
  -Communicate with management about possible fraudulent activities
  -Cooperate with development team, make sure team achieves requirements
  -Providing high level of business communication with the clients

Образование

- **International relationship and political science**

  Russian - Armenia Slavonic University
  2007-2011

- **SCRUM Master**

  BDG - business development group
  Feb 2022 - Mar 2022

  Associate's degree, Agile Scrum Master

- **TESOL Instructor**

  International Open Academy
  May 2021 - Jul 2021

  Associate's degree, Teaching English as a Second Foreign Language / ESL Language Instructor

Обо мне

Hi,

I am a Project Manager Assistant with experience in freelance WEB development.
I am seeking a new opportunity to widen my skills and experience.
I have already gained some basic knowledge in defining project scope, objectives, risk issues, communication with the team and stakeholders, and providing appropriate correspondence.