



# Elgun Y.

**Project manger/ Product manager/  
Business analyst**



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## Professional summary

A lead professional with a passion for technology who demonstrates a strong mastery of complex project delivery with 3+ years of experience. He is able to manage the activities of business analysts throughout the entire software development lifecycle. Has expertise in driving and managing the delivery of large IT projects using Agile framework and methodologies. Elgun works closely with the development team to energize them and keep deliverables on track and also provides structured software development lifecycle guidance to follow.

## Education

2012 - 2013, Istanbul Technical University  
Industry Engineering (with Special Talents Scholarship - 100%), Bachelor, Dropout

2013 - 2014, Özyeğin University  
IBusiness Administration (with Special Talents Scholarship - 100%, Bachelor, Dropout

## Skills

Agile (Scrum), Waterfall, Lean, Kanban  
Prototyping, Algorithms  
Slack, Asana, Jira, ClickUp, Trello, Basecamp, Monday, Marvel, InvisionApp  
Figma  
HTML, CSS  
MySQL, PS  
MS Office, G Suite  
Startups, SaaS, E-commerce, Marketplace, CRM, Delivery, B2B, B2C, Mobile Applications  
Product Management, Project Management, User Experience Design, Business Development, Product Strategy, Team Building and Management, Startup Development, Marketing, Quality Assurance

Company	United Skills
Projects	Turkey Suppliers - B2B Startup <u>Suallar.az - SaaS Startup for Students</u> <u>Modabu.az - Marketplace for Fashion Industry,</u> <u>SkyBox.az - Delivery</u>
Period	Mar 2020 – till now
Role	Project manger/ Product manager/Business analyst
Tools	Slack, Jira, ClickUp, Figma, Confluence, G Suite

## Responsibilities

- Built 20+ people of a highly talented team of designers, developers;
- Led products and projects;
- Developed project plans, goals, and budgets;
- Identified needed resources;
- Developed user-centered mindset and culture in the company;
- Managed backlog of user stories for different products simultaneously;
- Collaborated with stakeholders from the USA, China, Australia, UK to understand business problem statements and convert them into user stories;
- Guided the teams in successful Scrum adoption, by streamlining processes and ensuring that every member on the team follows the Scrum framework;
- Hosted daily stand-up meetings, sprint planning meetings, retrospectives and reviews;
- Smoothed out obstacles, facilitated events, ensured transparency in processes, resolved conflicts, helped the team understand the scope of work and how to follow goals to create high-end products;
- Troubleshooting of all products in all stages of completion.

<b>Company</b>	<b>Wed.az</b>
Project	Only and largest wedding startup of Azerbaijan - marketplace for wedding vendors and couples
Period	May 2019 – May 2019
Role	Product Manager
Tools	Slack, Jira, ClickUp, Trello, Figma, G Suite

### **Responsibilities**

- Built and managed 15+ people of design, development, sales, marketing teams;
- Defined the product vision, product roadmap, and product positioning;
- Gathered, managed, and prioritized market and customer requirements;
- Defined product growth strategy;
- Created product requirements for the design and development team;
- Balanced the needs of the users and limitations defined by stakeholders;
- Gathered customer feedback to further improve the product;
- Managed the health and performance of the team by monitoring the members;
- Managed and prioritized the product backlog;
- Analysed pricing and focused on increasing product profitability;
- Led UX and UI team members to create user stories, wireframes, and prototypes of the product;
- Worked with digital marketing and sales team to convert leads;
- Created and followed up internal KPIs;
- Created financial statements, P&L, and presentations for investors;
- Fundraised from multiple investors and sponsors to grow product.

<b>Company</b>	<b>EduTech</b>
Project	EduTech LLC is an institution contributing to the people intending to set up a career in IT field or to widen their professional opportunities by increasing their existing knowledge
Period	Sep 2018 – Mar 2020
Role	Project Manager
Tools	Figma, Marvel, MS Office, G Suite

### **Responsibilities**

- Developed project plans, goals, and budgets;
- Identified resources needed;
- Coordinated internal resources and third-party vendors for the flawless execution of projects;
- Assembled and coordinated project team members;
- Assigned individual responsibilities;
- Cost estimating and the budget development;
- Delivered completed software products to clients and regularly testyB the product performance;
- Organized and managed all phases of the project to ensure on-time completion;
- Ensured each project stays on schedule and adheres to the deadlines;
- Managed reports, created and maintained comprehensive project documentation;
- Managed the relationship with the clients;
- Met with clients to clarify specific requirements of each project.