

# Viktor Mitruk



## Contact

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## About Me

I focus on leading projects with an emphasis on collaboration, flexibility, and effective planning. In my work, I utilize autonomy and creativity to find solutions tailored to the needs of both the team and clients. I view my role primarily as supporting the team and creating an environment where everyone can grow and contribute to shared goals. I am also a continuous learner, constantly improving my skills to best connect strategic direction with practical results.

## Skills/Language

- People Management
- Problem Solving
- Critical Thinking
- Scrum
- Management
- Proactivity
- Creativity
- English (C1)

## Education

**University of Presov in Presov Master's degree,**  
Business, Economics and Marketing 2020-2023

**Leeds Trinity University in Leeds, UK**  
Bachelor of Arts, Media 2015-2028

## Experience

### First Line Software

#### Community and Partnership Lead

2025 - present

Dual role, combining strategic partnerships with direct market expansion. As the Community and Partnership Lead, I build and strengthen relationships with partners and the IT community. I simultaneously drive Business Development for the Slovak and Czech markets, actively generating new business. My role also involves providing analytical support through detailed reports and market research.

### Kosice IT Valley

#### Head of Operations and Relationship Manager

2024 - 2025

Led a team of 4 colleagues, overseeing educational initiatives, data analysis, and office management. Defined the cluster's mission and implemented efficiency systems to ensure smooth, strategically aligned operations. Cultivated strong relationships with 10 staff members and organizational members, driving continuous improvement and a lasting community impact.

#### Education Project Manager and EU projects

2021 - 2024

Coordinated a wide range of impactful educational initiatives, successfully reaching over 1,700 individuals. My involvement spanned from initial concept and partner engagement to establishing systems for sustainable outcomes. In the Interreg Cyber and Chain Reactions project, I managed the €300,000 budget and handled financial reporting. This role also required extensive international travel to develop cross-border partnerships and represent Slovakia.

### Natek

#### Junior Marketing Specialist

2019 - 2020

As a Junior Marketing Specialist for an IT company, I managed internal and external communications for Slovakia and the Czech Republic. My responsibilities included crafting and distributing marketing content, coordinating communication strategies, and ensuring consistent messaging across both national markets.

#### Project Implementation Manager

2019 - 2019

As a Project Implementation Manager, I coordinated and managed multidisciplinary teams (developers, testers, analysts, and stakeholders) to ensure projects were delivered on schedule. I maintained regular client communication to clarify requirements, provide status updates, and resolve issues. A key part of the role involved identifying and mitigating potential implementation risks. Furthermore, I monitored progress, analyzed outcomes, and prepared regular reports for management and clients.

### Manex Solutions and Technology

#### Junior Marketing Specialist

2018 - 2019

As a Marketing Specialist at Manex, a manufacturing company, I focused entirely on the B2B segment. I developed marketing strategies and prepared targeted materials for client meetings, ensuring direct support for sales goals. My role required close collaboration with the sales team to guarantee that all marketing efforts consistently converted into tangible business opportunities.