MARINA ĆETKOVIĆ PhD STUDENT (COMPUTER SCIENCE)

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ABOUT ME

Experienced technical project manager with a proven track record of delivering successful projects through proactive leadership, effective collaboration, and a strong focus on fostering a culture of innovation and knowledge sharing within high-performing teams.

WORK EXPERIENCE

TECHNICAL PROJECT MANAGER

"iGamingPlatform" - Podgorica, Montenegro | March 2023 - currently

- Leading projects related to Product Improvements, Managed Services integrations, PSP operations and Client Requests from inception to completion, ensuring delivery on time, and to the highest quality standards
- Developing and maintaining project plans and timelines while proactively identifying and mitigating project risks
- Managing cross-functional teams, including technical teams, to ensure the delivery of high-quality solutions that meet business requirements
- Communicating project status and updates to stakeholders, including senior management, and ensuring adherence to project management methodologies and best practices
- Working closely with developers to ensure seamless integrations and identifying opportunities for process improvements and cost savings
- Collaborating with stakeholders to ensure that projects align with business goals and strategic objectives
- Continuously improving project management processes and methodologies to enhance project delivery and efficiency

HEAD OF WEB DEVELOPMENT

"Laganoo.com" - Remote | July 2022 - March 2023

- Led internal Web Development team with a focus on projects utilizing WordPress.
- Supervised the development of proprietary product combining Laravel and React through collaboration with external developers.
- Functioned as both Project and Product Manager, coordinating meetings with stakeholders, drafting developer specifications, and managing Trello boards.
- Conducted manual testing of completed tasks and provided ongoing feedback to development team..
- Facilitated communication between clients and development team, offering solutions to client needs and requests.
- Provided technical guidance to clients on managing e-commerce platforms and WordPress websites.
- Ensured client satisfaction by regularly reviewing project results.
- Managed Cloudways and Verpex servers, as well as clients' domains.
- Designed and maintained business and e-commerce websites using WordPress.

WEB DEVELOPER
"Laganoo.com" - Remote | March 2022 - July 2022

- Designed, developed, and maintained multiple business and e-commerce websites utilizing WordPress, ensuring responsive design and cross-browser compatibility.
- Customized and implemented WordPress themes and plugins to meet specific client requirements, optimizing performance and functionality.
- Collaborated closely with clients and internal teams to understand project objectives, scope, and timelines, delivering projects within budget and exceeding expectations.
- Conducted regular website maintenance, updates, and security checks to ensure optimal site performance and security.

WEB ADMINISTRATOR / WEB DEVELOPER
"Empinity" - Belgrade, Serbia | Oct 2020 - May 2022

- Led a specialized subteam in strategic manual migration of Toyota and Lexus European websites from Tridion to Adobe Experience Manager (AEM).
- Oversaw the end-to-end process, ensuring a flawless transition while adhering to stringent quality standards and project timelines.
- Demonstrated leadership qualities by providing comprehensive training and mentorship to incoming team members, fostering an environment of collaboration and knowledge sharing that contributed significantly to the team's collective expertise in AEM.
- Independently developed, and launched more than 20 websites for Toyota and Lexus European market.
- Demonstrated commitment to ensuring optimal performance and user experience by proactively maintaining and updating the Toyota Adria and Lexus Adria websites, meticulously managing vehicle databases, and promptly addressing any technical glitches or content updates.
- Actively engaged in strategic meetings with key stakeholders from Toyota and Lexus, contributing valuable insights, updates, and recommendations.

INTERN (JUNIOR ANDROID I FRONTEND DEVELOPER)
"Wind" - Podgorica, Montenegro | Jan 2019 - Oct 2019

- Acquired knowledge of basic principles of web and Android development through internship experience.

IT SUPPORT
"CTC Cetinje" - Cetinje, Montenegro | Jan 2015 - Oct 2016

- Provided technical support within the company, specializing in installation and troubleshooting of Operating Systems and resolving computer-related issues for employees.
- Assisted with hardware installations as needed.
- Advised the company on equipment and software purchases based on their specific needs and requirements.

EDUCATION

PhD COMPUTER SCIENCE
UNION "Nikola Tesla" - Faculty of Information technology and Engineering, Belgrade, Serbia | 2022 - currently

MSc INFORMATION SYSTEMS AND TECHNOLOGY
UNION "Nikola Tesla" - Faculty of Information technology and Engineering, Belgrade, Serbia | 2019 - 2022

Spec. Sci INFORMATION TECHNOLOGY (SOFTWARE ENGINEERING)
University "Mediterranean" - Faculty of Information Technology, Podgorica, Montenegro | 2018 - 2019

BSc INFORMATION TECHNOLOGY (INFORMATION SYSTEMS)
University "Mediterranean" - Faculty of Information Technology, Podgorica, Montenegro | 2015 - 2018

PERSONAL DEVELOPMENT

AGILE WITH ATLASSIAN JIRA
Atlassian's Certified Specialization on Coursera
Online

PROJECT MANAGEMENT PROFESSIONAL COURSE
Google's Certified Specialization on Coursera
Online

SOFTWARE PRODUCT MANAGEMENT PROFESSIONAL COURSE
University of Alberta Certified Specialization on Coursera
Online

DIGITAL COMPETENCIES

- Microsoft Office package
- Adobe Experience Manager (AEM), Wordpress, Joomla
- HTML, CSS, JavaScript
- Java, PHP
- MySQL, Firebase
- Jira, Trello, Monday

PROFESSIONAL COMPETENCIES

- Proficient in English (C1 Level with EDI Pearson Certificate).
- Strong work ethic with a drive for success, responsibility, and attention to detail.
- Strong communication skills: able to clearly articulate project goals, expectations, and results to stakeholders.
- Leadership and team management: ability to lead and motivate cross-functional teams towards project success.
- Strategic thinking: ability to identify and analyze business needs, identify opportunities, and develop strategies to drive project success.
- Time management: ability to prioritize tasks, manage deadlines, and meet project milestones.
- Adaptability and flexibility: able to respond quickly to changes in project scope, schedule, or resource requirements.
- Technical expertise: understanding of project management tools, methodologies, and best practices.
- Problem-solving skills: ability to analyze complex problems by researching, generate potential solutions by communicating with developers, and implement the best one.
- Stakeholder management: ability to effectively engage and communicate with stakeholders, including senior management, customers, and partners.