



Marek Le Xuan

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Czech
Native

English
Professional working

PRINCE2 Practitioner

Scrum Product Owner II

Scrum Master II

Jira
Linear
Figma

Lucidchart
Notion
Confluence

Firebase Studio
Repl.it
SQL

VS Code
Jekyll
Make

Mendel University in Brno
Business and Economics

Brno International Business School
Economy and Management

Experience

 **Senior IT Project Manager** Notum
Oct 2025 – Jan 2026

- Project management and delivery of custom software development of B2B and B2C web apps
- Leading 5-member development delivery team
- Providing business and technical analysis and consultations to clients

 **Head of Projects** Mountain Lift
Jan 2025 – Sep 2025

- Leading project management in remote-first software development agency
- Project management and delivery of custom software development of B2B and B2C web apps
- Managing 20+ developers and designers
- Member of leadership team – strategic planning, hiring, people management
- Setting up project management structure and processes

 **IT Project Manager** freelance
Jan 2019 – Dec 2024

- Project management and delivery of custom software development of B2B and B2C web apps
- Providing business and technical analysis and consultations to clients
- Project management and team productivity consultancy and training

 **Operations Manager** ContentKing
Jan 2021 – Dec 2022

- Leading business and technical operations and innovation projects
- Managing data security initiatives
- Hiring and training new employees

 **Head of Innovation Projects** Kiwi.com
June 2017 – Dec 2018

- Managing company-wide projects, process improvements and automations
- Implementation of project management across whole company (200+ stakeholders)
- Leading 10-member innovations team

Projects:

- Development of custom internal ERP/CRM/order management system
- Implementation of SAP SuccessFactors HR management tool
- Launch of global customer support contact centers
- Restructure of the Customer Service department (1500 people) to reduce cost
- Business Continuity Plan

 **Training And Development Lead** Kiwi.com
Jul 2015 – Aug 2016

- Leading 7-member internal training and development department
- New hire, onboarding and on-the-job training and development

300+ new hires trained, 2500+ training hours delivered (100+ new hires and 1000+ hours personally)

 **Customer Relations Manager** Kiwi.com
Jul 2014 – Jun 2015

- Resolving customer complaints and escalations
- Creating new communication processes

 **Founder/CEO** Ubinero
May 2016 – Jun 2017

E-commerce cosmetics store