

Olga Dmytriuk

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Experience

- ✓ PMP, PRINCE2 Practitioner, PSM I, Prosci Change Management
- ✓ 10+ years in public sector project management
- ✓ Extensive experience and knowledge of economic development, financial and project planning
- ✓ Proficient user of Microsoft Word, Excel, Power Point, MS Outlook etc.

Skills/Competencies

- ✓ Proficient in English and Ukrainian languages; French beginner
- ✓ Risk and performance management, including identification, monitoring and reporting of risks and performance indicators
- ✓ Effective communicator
- ✓ High performer with strong work ethic
- ✓ Great multi-tasker
- ✓ Great team worker and collaborator

Volunteering

- ✓ Since May 2023 – Manger, at PMI Ottawa Valley Outaouais Chapte
- ✓ Since Sept. 2023 – Manager at Ukrainian National Federation Canada Ottawa branch

Education

2007: Master degree in International Economics, Chernivtsi Institute of Trade and Economics, Kyiv National Trade and Economics University (recognized by WAS)

Work Experience

Since September 2022: Senior Analyst, Business Transformation Sector, EPMO at Canada Mortgage and Housing Corporation

- Develop and produce executive dashboards and EPMO reports
- Assists with project prioritization
- Assists Program manager in using Project management tools

Since 2019 till September 2022: Financial and project manager, Zahyst NGO

- Initiate project as per donor requirements and community needs
- Plan and monitor budget and governance
- Coordinate execution through dealing with service providers and ensuring information sharing and direction to internal teams
- Develop, monitor and report on project success indicators and risk matrix

Since 2019 till May 2022: Consultant, Local Economic Development Chernivtsi Province

- Lead working group on strategy for local economic development
- Assist in selecting projects and preparation of proposals for funding
- Advise various NGOs on all aspects of project and financial management, as well as strategic planning for economic development

May-November 2020: External Assessor, Széchenyi Programme Office Consulting and Service Non-Profit Limited Liability Company

- Evaluate application forms and projects plans submitted under HU-SK-RO-UA ENI CBC for financing of infrastructure as well as “soft” projects

November 2008-November 2018: Project Manager, CCPO Business Center, Chernivtsi

- Manage all aspects of projects including budget, timelines, deliverables, monitoring and reporting of success indicators
- Projects managed included:
 - Common space for creative and cultural industries, financed by EU through EaPTC Moldova-Ukraine
 - Training Activities and Small Grants Programme Implementation for selected rural communities in Chernivtsi supported by UNDP, ADA
 - Eco-Business Development in Border Carpathians as Chance for Better Economic Competitiveness supported by JOP Romania-Ukraine-Republic of Moldova 2007-2013
 - Breaking the Borders Mountain Tourism Development supported by JOP Romania-Ukraine-Republic of Moldova

September 2014-February 2018: Head of the Board of Chernivtsi City Public Organization “Business Center”, NGO

September 2007-January 2017: Senior Lecturer, Chernivtsi Institute of Trade and Economics, Kyiv National University of Trade and Economics