

# Eleonora Strelina

Hollywood, FL 33020

[eleonora.strelina@gmail.com](mailto:eleonora.strelina@gmail.com)

+1(754) 295-1473

Willing to relocate: Anywhere

Authorized to work in the US for any employer

## Work Experience

---

### **Head of IT Product Development**

Rapidio / Robotic Processing Solutions Inc. - Miami, FL

August 2021 to February 2023

Rapidio/Robotic Processing Solutions Inc. (<https://rapidio.com/>) develops solutions for the automatization of mortgage processing services to banks and large mortgage lenders in the United States.

One of the main products is Rapid-Automated Underwriting System (Rapid-AUS) - software, designed to streamline and enhance the efficiency of mortgage processing by significant reduction in processing time, increased accuracy in decision-making, and an overall improvement in customer satisfaction.

The key features of software include:

- **Advanced Data Analysis:** Leveraging AI and machine learning, the software analyzes applicant data quickly and accurately, ensuring that lending decisions are based on comprehensive and reliable information.
- **Risk Assessment:** With complex algorithms, the software evaluates risk factors efficiently, providing a clear understanding of potential risks associated with each loan application.
- **Regulatory Compliance:** The software automatically updates with the latest regulatory requirements, ensuring that all decisions are compliant with industry standards.

My primary role was to manage product development from vision and creation to rollout and delivery:

- Establish, initiate and optimize product development strategies based on company targets, product specifications, market data, and budget factors.
- Develop project management roadmap to define project objectives, timelines, milestones to achieve product goals and metrics.
- Manage cross-functional teams of developers, analysts, QA engineers, and system administrators to ensure efficient operation, deliver updates on project milestones and meet strict deadlines using the best Agile practices.
- Identify plans and resources required to meet project goals and objectives.
- Coordinate planning and execution with team members and team leads.
- Monitor market trends and competitor performance to update promotional strategies.
- Liaise with clients to better understand business needs and current market landscape.
- Maintain positive vendor relations to build strong partnerships. Negotiated and managed third-party contracts related to project deliverables.
- Develop pitch decks, creative presentations, trend reports, kitted assets, and product data sheets.

## **IT Project Manager**

Balance Platform LLC - Москва

November 2018 to July 2021

Balance-Platform LLC is Russian IT company that develops and provides high-tech Software-as-a-Service (SaaS) solutions for optimization and automatization of all stages of lending processes for the largest CIS banks, mortgage lenders and other financial institutions. The company provides end-to-end services that enable its clients to drastically increase margins and offer competitive products to the end customer.

The product me and my team were developing was a comprehensive end-to-end digital mortgage solution that equips omnichannel lenders and investors to efficiently operate their entire business through a single system to:

- Engage and acquire customers to drive more business
- Originate and close loans more efficiently to lower production costs
- Sell loans quickly to fund them faster and ensure business liquidity
- Purchase loans confidently and lower acquisition costs

In July 2019 in 7 months after starting to use our mortgage solution our client - Alfa Bank became the largest commercial bank in terms of mortgage lending.

In August 2019 Alfa Bank was considered as the best mortgage bank in Central and Eastern Europe at the Best Consumer Digital Bank Awards of the international magazine on banks and finance Global Finance

My primary role in this position was to develop, launch and continuously improve mortgage software:

- Develop and implement strategic project plans and roadmaps to achieve product goals and metrics. Established criteria for each milestone within the product roadmap as means to measure developmental progress. Analyzed metrics to measure product performance.
- Manage cross-functional teams of developers, analysts, QA engineers, and system administrators to ensure efficient operation, deliver updates on project milestones and meet strict deadlines using the best Agile practices.
- Identify plans and resources required to meet project goals and objectives. Coordinated project planning and execution with team members and team leads.
- Review new opportunities to drive business strategy at planning sessions.
- Liaise with clients to better understand business needs and current market landscape.
- Provide detailed project status updates to stakeholders and executive management. Reported regularly on project budget, progress and technical problems.
- Prepare and submitted project invoices for review and approval.

## **Senior System Analyst**

Balance Platform LLC - Москва

June 2017 to October 2018

My main responsibilities for this position were to:

- Identify areas that could be improved through specific processes and addition of new software.
- Analyze existing systems and databases and recommended enhancements to solve business needs.
- Perform system analysis, documentation, testing, implementation, and user support for platform transitions.
- Define and document scope of projects for distribution to the team.
- Document user stories, specifications, and product features into detailed work order to communicate across teams and build mandatory requirements.

- Gather requirements and perform gap analysis through design workshops with users.
- Plan computer systems using information engineering, data modeling, and structured analysis.
- Establish specifications and coordinated production with software programmers.
- Communicate and explain business requirements to team members to understand and implement functional demands.
- Develop diagrams to describe and lay out logical operational steps.

## **System Analyst**

Domclick - Москва

July 2016 to May 2017

Domclick (<https://domclick.ru/>) is the biggest digital real estate platform in Russia that affiliates offer customers an on-demand experience for searching, selling, buying, renting and financing with transparency and seamless end-to-end service.

During my time working for this company, I was engaged in the Legal Due Diligence product. Legal Due Diligence is an automated online service for comprehensive real estate due diligence prior to purchase that provides:

- Legal conclusion with certificate of indemnity against unforeseen risks
- Full history of title transfer
- Advices on how to secure the deal
- Addendums to the sales contract to protect your rights

My main responsibilities for this position were to:

- Plan computer systems using information engineering, data modeling, and structured analysis.
- Perform system analysis, documentation, testing, implementation, and user support for platform transitions.
- Gather requirements and perform gap analysis through design workshops with users.
- Plan computer systems using information engineering, data modeling, and structured analysis.
- Establish specifications and coordinated production with software programmers.
- Communicate and explain business requirements to team members to understand and implement functional demands.
- Develop diagrams to describe and lay out logical operational steps.
- Improve systems with addition of new features and infrastructure.
- Diagnose, troubleshoot and resolve network and system problems.

## **Business Analyst**

Sberbank of Russia - Москва

September 2014 to June 2016

Sberbank is the largest bank in Russia, Central and Eastern Europe, and one of the leading financial institutions worldwide.

My main responsibilities for this position were to:

- Produce monthly reports using advanced Excel spreadsheet functions.
- Create various Excel documents to assist with pulling metrics data and presenting information to stakeholders for concise explanations of best placement for needed resources.
- Create data models to support decision-making processes.
- Create dashboards to monitor and track key performance indicators.
- Validate results and performed quality assurance to assess accuracy of data.
- Identify and resolve problems through root cause analysis and research.

- Document effective and replicable methods for extracting data and organizing data sources.
- Analyze transactions to build logical business intelligence models for real-time reporting needs.
- Provide technical support for troubleshooting analytics and reporting issues.
- Deploy predictive analytics models to forecast future trends.
- Update and develop scripts and queries to extract and analyze data from multiple sources.

## Education

---

### **Bachelor's degree in Economics**

Finance University under the Government of the Russian Federation - Москва  
September 2009 to June 2014

## Skills

---

- Strategic Planning
- Product Development
- Agile
- Project Implementation
- Business Analysis
- Visio
- Jira
- Business Development
- Process Improvement
- Team Management
- Tableau
- Data Analysis
- SQL
- Requirements Gathering
- Business Requirements
- User Acceptance Testing
- Analytics
- Scrum
- Confluence
- Waterfall
- Test-driven development
- Kanban
- Business requirements
- Requirements gathering
- User acceptance testing
- Business analysis
- Systems analysis

- Azure
- Software project management
- Project implementation
- Visual Studio
- Project planning
- IT project management
- Data modeling
- Team management
- IT management
- Project management
- Product development
- Product management
- Quality assurance
- Mentoring
- Senior leadership
- Conflict management
- Project coordination
- Microsoft Project
- Smartsheet
- Business development
- Software troubleshooting
- Technical support
- Human resources
- Supervising experience
- Application development
- Design thinking
- SaaS
- E-commerce
- UX
- Presentation skills
- Usability
- User research
- PPM tools
- Trello
- Research & development
- Technical project management
- CRM software
- IT service management
- SDLC
- ServiceNow

- Sketch
- Lean
- Software testing
- Unit testing
- ERP systems
- JSON
- SAP
- Active Directory
- Google Docs
- Succession planning
- Mac OS
- Quality management
- Document management systems
- IT support
- Help desk
- Windows
- Typing
- Front desk
- Xero (1 year)
- Bookkeeping (1 year)
- Salesforce
- Continuous improvement
- B2B
- Microsoft Excel
- Management
- Data analysis skills
- Process improvement
- English
- Russian
- Communication skills
- Time management
- Accounting software
- Accounting
- Analysis skills
- Software deployment
- Data visualization

## Languages

---

- English - Fluent

- Russian - Fluent