

# Alena Izmalko

## AI Project / Solution Manager

GenAI · RAG / Knowledge Base · AI Agents · Enterprise Presale · PoC / MVP Delivery

Email: alenaizmalko@gmail.com · Telegram: @Alain\_iiiz

Portfolio: alenaizmalko.com · VC.ru: vc.ru/id5756394 · Channel:

@aialenaizmalko

Remote-first / hybrid · open to business travel · open to relocation for a strong offer · English C1 · Russian native



### PROFILE

**AI Project / Solution Manager with 8+ years of B2B experience, including 3.5 years in full-cycle AI projects.** I translate unclear business requests into structured AI solutions: Discovery, requirements, solution design, RAG / Knowledge Base scenarios, AI-agent logic, PoC / MVP, presale materials and managed handoff to delivery. Background: enterprise GenAI vendor Just AI, building an AI practice from scratch in a digital agency, and 20+ AI projects for SMB clients across 6 industries.

<b>8+</b> years B2B / project / ops	<b>3.5</b> years in AI projects	<b>20+</b> Discovery / MVPs	<b>35-40%</b> presale win rate	<b>RUB 2-5.2M</b> enterprise requests	<b>120</b> AI intensive participants
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### EXPERIENCE

#### AI Project Manager / GenAI Consulting & Training Mar 2026 - Jun 2026

*Just AI · Saint Petersburg / remote*

Project-based collaboration / launch of a new Consulting + Training direction inside an AI vendor: enterprise presale, Discovery, GenAI programs and MVP demos.

- **Led 10+ presale requests** across AI consulting, corporate training and platform-based GenAI solutions - from qualification and Discovery to solution structure, commercial proposals and next steps.
- **Enterprise requests of RUB 2-5.2M** for large corporate customers: a major bank, financial sector, secure/on-premise environments.
- Designed GenAI programs for 4 corporate audiences: top management, mass employees, AI ambassadors and internal AI teams; contributed to an AI intensive for up to 120 participants.
- Structured the final report for a RAG / Knowledge Base audit of a major bank: findings, risks, recommendations and C-level defense materials.
- **MVP AI Deal Accelerator:** an end-to-end demo on a banking case using Agent Platform / Jay Flow, RAG / KB, GitHub / demo environment and an effect estimation model.
- Prepared materials for IT directors and C-level discussions: roadmap, PoC / MVP logic, success criteria and environment requirements.

#### Project Manager - AI & Automation Apr 2025 - Dec 2025

*Litegra · digital agency*

Built the agency's AI practice from scratch: product line, presale process, Discovery framework and delivery standards.

- **Closed the agency's first AI deal** - RUB 690K within 3 weeks: Discovery, architecture, 3 integrations (CRM + Telegram + WhatsApp), defense in front of the client CEO; ran 15 presale opportunities in parallel.
- Created a product line of 5 standardized AI offerings for SMB: AI sales agents, AI consultants, lead qualifiers, voice agents and operations automation.
- **Achieved 35-40% presale win rate** - personally presented 16 AI solutions to CEOs and founders.
- Standardized presale: Discovery framework, spec/proposal templates, unit economics - new managers reached independent presale within 2 weeks.
- Built an integrator selection system (stack, security, SLA checklists) - implementation failures dropped 2x.

#### Project Manager - Digital May 2024 - Dec 2024

*Nikonov Group · jewelry retail*

Project contract: corporate website, landing pages, digital task tracking and AI-assisted product content.

- Launched a corporate website and 2 landing pages in 3 weeks: 40+ tasks, 3 parallel workstreams (development, design, content) and a team of 7 specialists.
- Introduced digital tracking from scratch (backlog + statuses + SLA) - cross-team task turnaround time decreased by 30%.
- Set up AI-assisted content production for product cards: output increased from 3 to 8 cards per week; post-release rework dropped by 25%.

#### AI Project / Solution Manager - Independent Jan 2023 - Present

*AI Consulting & Architecture · project-based, in parallel with employment*

Parallel consulting practice for SMB clients in real estate, HoReCa, retail and logistics. Full cycle: from Discovery to launched solution.

- **Conducted 20+ Discovery sessions** with CEOs and commercial directors (companies of 10-200 employees) - 40% conversion to paid projects.
- Implemented AI sales assistants, WhatsApp / Telegram funnels, AI concierges and upsell systems with project budgets of RUB 150-440K; client revenue growth: +15-30% within 3-6 months.
- Built a library of reusable AI solutions and templates (specs, proposals, unit economics) - proposal preparation time dropped from 2 hours to 30 minutes, parallel capacity grew from 3 to 8-10 projects.

- Built no-code / AI-assisted MVPs (Base44, Bloom, v0, Emergent): Russian Interview Assistant and B2B AI assistants. Average idea-to-prototype time: 3-5 days.
- Designed an AI workflow for content production (NotebookLM + Claude Projects + ChatGPT): cycle time dropped from 5 hours to 50 minutes.

## **Business Operations / Customer Experience / Project Coordination** Jan 2018 - Nov 2023

*Alfa-Bank · Sodruzhestvo Baltika Trans · B2B sector*

Sequential B2B/B2C roles across sales, customer service, foreign trade operations, process improvement and digital projects; managed teams of up to 10 people.

- Cut operating costs by 15% (~RUB 200K / month) through process optimization and basic automation (CRM, spreadsheets, scripts).
- Increased client retention and repeat orders by 25% by rebuilding the follow-up system.
- Reactivated 12+ key clients: RUB 1.4M+ revenue gain within 6 months.

## **CORE COMPETENCIES**

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AI Project / Solution Management · Discovery & Requirements · Solution Design & RAG / KB · Enterprise Presale & Proposals · PoC / MVP Delivery · Stakeholder & Vendor Management · AI Adoption & Team Enablement · Unit Economics & ROI Estimation · Risk Management & Fallback Design · No-code / AI-assisted MVPs · AI-agent scenarios · Roadmap & Handoff

## **TOOLS & STACK**

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- **AI / GenAI:** GPT · Claude · LLM · RAG / Knowledge Base · AI agents · Just AI Agent Platform · Jay Flow · Caila
- **Automation:** n8n · Telegram API · WhatsApp API · REST API · Webhooks · CRM integrations
- **No-code / AI-assisted development:** Base44 · Bloom · v0 · Emergent · AI-assisted MVPs
- **PM / collaboration:** Jira · Yandex Tracker · Notion · Miro · Confluence · GitHub · Figma · Google Sheets · Kanban · Agile

## **EDUCATION & CERTIFICATIONS**

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- **Saint Petersburg State University of Economics (SPbSUE)** - degree in Economics & Finance / Business Valuation, 2021
- **Just AI** - Agent Systems and RAG Solutions in Practice, 2026
- **HP LIFE / HP Foundation** - AI for Business Professionals, 2026
- **Heg.ai** - AI-native Professional, 2026
- **THE FOUNDER** - AI Architect: AI-assisted web application development, 2025