

Patrycja Kwiatkowska

Product Owner



Experience

Back Office Supervisor

Getpower Sp. z o.o.

12.2024 - present

Contact

- IT support for the sales department.
- Supervision and control of the correct document workflow.
- Close cooperation with HR and accounting.
- Preparation of operational reports, summaries and analyses.
- Monitoring of KPIs and productivity indicators.
- Optimization of office and administrative processes.
- Building the Call Center team from scratch and managing the team.
- Coaching the team in motivation and product knowledge.
- Development of sales processes and standards.

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Proxy Product Owner

Bezpieczna Transakcja - BT24

01.2022 - 03.2025

Skills

English B2/C1
Agile/Scrum/Kanban
UX/UI
Category B driving licence
Backlog creation & management
KPI / OKR reporting & analysis
User story definition and writing

- Designed the frontend logic and user flows for the application.
- Prepared all wireframes for the website and app.
- Created the marketing website promoting the product.
- Collaborated closely with developers to deliver features.
- Owned and managed the product backlog.
- Cooperated with legal teams (Terms of Service and Privacy Policy).
- Maintained documentation of stakeholder decisions.
- Conducted SWOT competitor analysis.
- Selected the optimal business model for the product.
- Developed the promotion and sales strategy.

Tools & Platforms

Bitrix
Questy CRM
Salesbook CRM
Jira
Trello
Confluence
TakeTask
AnswerHouse
Microsoft Office
Google Docs
CMS Wordpress
HTML/CSS/PHP/MySQL
Figma
Adobe Illustrator
Git/GitHub
Thulium
N8N

Proxy Product Owner

Koloryt Plus

10.2021 - 03.2025

- Analysed available market solutions.
- Selected the right base application to build on.
- Defined and designed additional functionalities for the app.
- Managed the launch in Google Play and App Store.
- Tested implemented features and validated quality.
- Trained employees and onboarded users.
- Created and maintained product documentation.
- Continuously tested and analysed downloaded reports.
- Performed other administrative and operational tasks.

Interests

Proxy Product Owner

Błyskiem Sp. z o.o.

10.2020 - 05.2022

JUDO
Bodybuilding
Cycling
Literature

- Designed all application functionalities and user flows.
- Prepared website wireframes and layouts.
- Created the product brand "Pan Błyskiem" (branding & identity).
- Tested application deployments and verified releases.
- Developed the promotional strategy (SEO/SEM, social media).
- Launched the application and monitored number of bookings.
- Performed additional administrative and operational tasks.

Education

Bachelor's Degree in Computer Science 10.2022 – 09.2025

Cardinal Stefan Wyszyński University

- Key completed courses: Software Engineering, Databases (MySQL), Algorithms and Data Structures, Operating Systems, Object-Oriented Programming, Structured Programming, Computer Networks.
- Projects: individual programming project (Twitter-style application based on Go and gRPC).
- Bachelor thesis: OpenSlot reservation application — implemented in PHP (MVC architecture).

Master's Degree in Polish Philology 10.2010 – 11.2016

Cardinal Stefan Wyszyński University

- Key completed courses: Media discourse, Advertising language, PR, Practical rhetoric, Internet language, Interpersonal communication, Language in media, Language policy.

Courses

UX/UI Design Principles 16.11.2024

- Goal: Understanding how to design visually appealing and usable systems.
- Certificate: https://tiny.pl/j_j92zkm

Scrum Master Exam Prep – 11.04.2024 instructing.com

- Goal: Understanding Agile, Scrum and the role of the Product Owner.
- Certificate: <https://tiny.pl/q11dnm-t>

ISO 9001:2015 10.04.2023

- Goal: Understanding ISO quality requirements and preparing for audits.
- Certificate: <https://tiny.pl/f0-rd1ht>

Projects



OpenSlot - reservation application

Goal: Create a universal reservation app written in pure PHP (MVC architecture).

Link: <https://github.com/tyszka91/lic>



BT24 - informational company reports application

Goal: Web application that retrieves contractor information to support safe transactions.

Link: www.bt24.pl



Koloryt Plus - internal audit management app

Goal: Android/iOS application for remote internal audits to verify cleanliness in facilities.

Link: <https://play.google.com/store/apps/details?id=com.koloryt.plus&hl=pl>



Blyskiem - cleaning service booking app

Goal: Web application that allows booking cleaning services for apartments/offices at a selected date.

Link: www.blyskiem.pl