

IGOR MRSULJA

Project Manager | Cross-Functional Operations & Remote Coordination

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🌐 [Linked in](#)

PROFESSIONAL SUMMARY

Project Manager with 3+ years of hands-on experience delivering operational and facility projects across multi-site environments including launching an online venue booking platform, overseeing a 550-seat arena installation, and driving \$15,000 in annual savings through process improvements. Proven ability to manage vendors, contractors, and cross-functional stakeholders while keeping projects on scope, on schedule, and within budget. Google Project Management certified (Agile included), with a finance background that informs how I approach budgeting, cost control, and project trade-offs. Experienced working across international teams and time zones, with a track record of building scalable systems and processes from the ground up.

WORK EXPERIENCE

Project Manager

2026 – Present

Vikingur Sports Club · Reykjavík, Iceland (Hybrid)

- Built and launched the club's first online venue booking platform, integrating multi-room scheduling, secure payment processing, and data protection compliance across two sports complexes
- Led a facility-wide transition to eco-friendly cleaning products, resulting in \$15,000 in annual savings across both locations
- Replaced indoor lighting with energy-efficient systems, cutting electricity costs by 25%
- Managed a remote-controlled floodlight replacement project at the football stadium
- Oversaw the installation of 550-seat bleachers in the handball arena, coordinating contractors, safety inspections, and municipal approvals from planning to completion
- Introduced the "Ablar" communication app for coaches, parents, and players that improves information access and transparency by 40%
- organized school proms for 600+ attendees and coordinated professional handball and football matches
- Managed vendors, contractors, and external stakeholders across multiple concurrent facility improvement projects
- Applied Agile principles to manage iterative operational projects, including regular progress reviews and adaptive replanning based on shifting priorities and stakeholder feedback

Assistant Operations Manager

2023–2026

Vikingur Sports Club · Reykjavík, Iceland (Hybrid)

- Managed day-to-day procurement for two sports complexes, making sure the right supplies were in the right place without disrupting operations
- Built and maintained staff schedules across both facilities, balancing availability, workload, and last-minute changes
- Trained and onboarded new employees, getting them up to speed on facility procedures and standards
- Acted as the main point of contact for everyone using the facilities, from sports clubs to event organizers by coordinating access, resolving issues, and keeping things running smoothly
- Reported maintenance faults to the relevant authorities and personally followed up to make sure repairs were completed on time
- Coordinated directly with city officials and municipal departments during construction and renovation work inside the facilities

Founder & Operations Manager

2020–2023

@zlatar_tourism · Serbia (Remote)

- Identified a market gap in mountain tourism and built the region's first centralized online booking platform for local accommodations, taking providers from zero digital presence to active online sales
- Grew a social media presence from scratch to 14,500+ followers, making it the go-to booking and information channel for Zlatar Mountain visitors
- Managed end-to-end booking operations for multiple properties simultaneously, handling high-volume guest communications across time zones
- Delivered content creation and digital marketing services that measurably increased visibility and revenue for previously unlisted accommodations

Head Coach – Iceland U13 National Teams (Men's & Women's)

2025 – Present

Assistant Coach: April 2022 – September 2025

- Coordinated player selection across clubs nationwide / Organized and scheduled training programs for 100 participants / Managed logistics for national team activities across multiple clubs and regions

Handball Coach

2021 – Present

Vikingur Sports Club · Reykjavík, Iceland

- Managed assistant coaches' schedules and coordinated training camps and away matches /Maintained consistent communication with parents and other stakeholders

Professional Handball Player

2013 – 2022

Netherlands · Hungary · North Macedonia · Iceland

TOOLS

Asana · Jira · Monday.com · Microsoft Office Suite · Google Workspace · Abler · TeamUp · Sling · Trello · Slack · Zoom / Google Meet · Canva · AI Productivity Tools (ChatGPT, Claude, Gemini) · SharePoint · Confluence

SKILLS

Project Management · Cross-Functional Project Coordination · Stakeholder & Vendor Management · Budget & Cost Control · Construction & Facility Projects · Procurement & Contract Coordination · Scheduling & Resource Planning · Process Improvement · Team Leadership · Risk & Problem Solving · Logistics & Operations Coordination · Negotiation · Client & Contractor Communication · Facility Development · Event & Venue Management · Remote Collaboration · Agile Project Management · Scrum Methodology · Sprint Planning & Iterative Delivery · Strategic Planning

EDUCATION

Bachelor's Degree in Finance & Banking Belgrade Banking Academy · Belgrade, Serbia Graduated June 2016

CERTIFICATIONS

Google Project Management Certificate

- Foundations of Project Management – Nov 2025
- Project Initiation: Starting a Successful Project – Dec 2025
- Project Planning: Putting It All Together – Jan 2026
- Project Execution: Running the Project – Mar 2026
- Agile Project Management – Jun 2026

Introduction to Negotiation: A Strategic Playbook Yale University · May 2020

LANGUAGES

English – Fluent

Serbian – Native

Dutch – Advanced

Icelandic – Advanced