# **ROBERT KALB**



Graduate architect and IT expert with over 8 years in a leading role in sales & project management. Led numerous high-impact projects, including development of customised IT solutions and strategic sales concepts, resulting in measurable efficiency gains and significant revenue growth for the company. Strong international background, excellent communication and presentation skills and proven ability to lead teams and make critical business decisions in highly dynamic environments.

Master of Science in Architecture Bachelor of Arts in Architecture

# WORK EXPERIENCE

## Galerie Gmurzynska AG, Switzerland

2015 - 2024

Sales, IT, Management renowned art gallery in Zurich, specialising in modern, contemporary art and the Russian avant-garde

#### Sales and customer relations

- Advising and supporting customers, building and maintaining customer relationships
- Carrying out market research and analysing sales trends
- Planning and realisation of exhibitions, trade fairs and events
- Management of the branches in St. Moritz, Zug and Zurich

### Development of company-specific software / internal IT consulting

- Development of customised solutions with Python, Django, MySQL and Linux, thereby significantly improving data processing in the company, lean management
- Automated news research system with topic and database-based search to track art market events, auctions, fairs and exhibitions; use of internal contact database (over 10.000 entries) and external sources; AI-based pre-selection with Scikit-learn and integration of Google News, Tor Network and RSS feeds, resulting in significantly higher market intelligence across the organisation
- Newsletter system (AI summaries, PDF generation, ChatGPT, prompt engineering) which significantly reduced administrative effort
- System for documenting and statistically analysing auction results, which accelerated and simplified strategic decisions at C-level
- API (e.g. Deepl) & shell scripts (print automation, server analysis)
- IT system administration: media management systems (Zotero, etc.), project management systems (Trello, Asana, Celoxis), internal databases (CRM, Artbase)

## Other managed projects

- Press archive, press database, video archive
  - $\circ$   $\,$  Management and processing of physical and electronic media
  - $\circ$  Compilation, preparation, transcription, summarisation of media contributions

## Other responsibilities

- Carrying out research to support art historical research
  - Bibliographic research, press, specialised databases, art market analysis
- Creation of transcriptions (videos, audio, scans) and translations (German, English)
- Design of exhibition materials with InDesign, Photoshop and Illustrator
  - Creation of labels, flyers and brochures
- Social media strategy for exhibition promotion

#### Archi-Forum UG, Germany CIO & Co-Founder

was an online platform for architects, engineers and students to promote the exchange of knowledge within the architectural community and professional networking

- General tasks of the C-level
- Website structure, design and programming with self-developed PHP framework

## **VOLUNTARY WORK**

## Verein Zebrafant, Switzerland

Media Officer

Cultural association in the canton of Zug that organises poetry slam events

- Professional photography, public relations, targeted press relations, creative advertising and strategic social media management

#### HTW Dresden, Deutschland

Student representatives

- Dedicated representation to the university administration, careful planning and management of events, design of promotional materials and social media campaigns

## AUSBILDUNG

<b>Master Thesis</b> : Sustainable homogeneous timber constructions focussed on sustainable timber construction in order to reduce petroleum-based and energy-i and promote healthy, sustainable living	2015 intensive materials
<b>Master of Science, Architecture –</b> FH JOANNEUM GRAZ, AUSTRIA ECTS-Grade: B, GPA Grade 4.0 Sustainability and energy management, interior and exterior design	2013 - 2015
Bachelor Thesis: Design of an indoor swimming pool	2013
<b>Bachelor of Arts, Architecture</b> – HTW DRESDEN, GERMANY ECTS-Grade: A, GPA Grade: 5.0	2010 - 2013
<b>Study Abroad</b> – TONGJI UNIVERSITY SHANGHAI, PR CHINA Building architecture and urban planning	2012 - 2013
Study Material Science – TU DRESDEN, GERMANY	2007 - 2010
<b>Matura</b> – EV. KREUZSCHULE DRESDEN, GERMANY Advanced courses in maths and physics	2007

2012 - 2019

2010 - 2013

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2018 - 2023

## **IT-KNOWLEDGE**

General: Microsoft Office, MS Word, MS Excel, MS Power Point, Outlook, Thunderbird

**Operating Systems:** Windows, MacOS, Linux

**Programming / Scripting / Web:** Python, Shell, PHP, MySQL, HTML, CSS, JavaScript, CSV, Tor, WordPress, Django, jQuery, Bootstrap, VS Code, MobaXTerm, MySQL Workbench, XAMPP, PyCharm, Git

**Media:** Adobe Photoshop, Adobe InDesign, Adobe Lightroom, Adobe Illustrator, Adobe Premiere, Adobe Acrobat

Architecture / CAD: ArchiCAD, AutoCAD, Artlantis

Photography: Sony Alpha 7II, Sony Alpha 6000

Other: SEO, Nextcloud, Notion, Kanban, 10-finger-system

#### LANGUAGES

Deutsch (native) English (fluent, professional working language for the past 8 years) French (basic knowledge)

## HOBBIES

Photography, Culture, Coding, Smart Home