

## ROBERT KALB



Graduate architect with over 8 years in a leading role in sales, IT & 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

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### Galerie Gmurzynska AG, Switzerland

2015 - 2024

Sales, IT, Project Management

*renowned art gallery in Zurich, specialising in modern, contemporary and avant-garde art*

#### 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, fairs and events
- Management of the branches in St. Moritz, Zug and Zurich

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

- Customised solutions, thereby significantly improving data processing in the company, lean management
- Automated news research system with topic and database based (contact database >10k entries) search to track art market events, auctions, fairs and exhibitions; resulted in significantly increased market intelligence across the organisation.
- Newsletter system which significantly reduced administrative effort
- System for documenting and statistically analysing auction results, which accelerated and simplified strategic decisions at C-level
- API & shell scripts (print automation, server analysis)
- IT system administration: media management systems, project management systems (Trello, Asana, Celoxis), internal databases (CRM, Artbase)

#### Other managed projects

- Press archive, press database, video archive
- Management and processing of physical and electronic media
- 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 and creation of exhibition materials (labels, flyers and brochures, etc.)
- Social media strategy for exhibition promotion

## **Archi-Forum UG, Germany**

2012 - 2019

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**

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### **Verein Zebrafant, Switzerland**

2018 - 2023

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, Germany**

2010 - 2013

Student representative

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

## **EDUCATION**

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### **Master's Thesis: Sustainable homogeneous timber constructions**

2015

*focused on sustainable timber construction in order to reduce petroleum-based and energy-intensive materials and promote healthy, sustainable living*

### **FH Joanneum Graz, Austria**

2013 - 2015

Master of Science, Architecture

ECTS-Grade: B, GPA Grade 4.0

Sustainability and energy management, interior and exterior design

### **Bachelor's Thesis: Design of an indoor swimming pool**

2013

### **Tongji University Shanghai, PR China**

2012 - 2013

Study Abroad

Building architecture and urban planning

### **HTW Dresden, Germany**

2010 - 2013

Bachelor of Arts, Architecture

ECTS-Grade: A, GPA Grade: 5.0

### **TU Dresden, Germany**

2007 - 2010

Study Material Science

### **Ev. Kreuzschule Dresden, Germany**

2007

High-School Diploma

Advanced courses in maths and physics

## IT KNOWLEDGE

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

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

**Programming / Scripting / Web:** Python, Shell, PHP, SQL, MySQL, HTML, CSS, JavaScript, CSV, RSS, Google News, Tor, WordPress, Django, jQuery, Bootstrap, Scikit-learn, Deepl-API, OpenAI-API, Prompt Engineering, 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, Artbase, Trello, Asana, Celoxis, Zotero, CRM, 10-Finger-system

## LANGUAGES

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German: Native

English: Fluent

French: Beginner

## HOBBIES

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Photography, Chess, Culture, Coding, Smart Home, SPS