

Curriculum vitae

PERSONAL INFORMATION



Samet Köse

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Sex Male | Date of birth 15/06/1989

WORK EXPERIENCE

01/04/2016–Present

Head of Content

Zomato, İstanbul (Turkey)

- Leading team of 8 that is responsible from content of all Zomato apps and web platforms,
- Hiring & training for both field and office teams
- Accountable for motivation and career planning of the team
- Monthly/quarterly planning
- Defining targets and KPI's
- Reporting to top management
- Accountable for localisation and translation of all Zomato products from English to Turkish

01/08/2015–01/04/2016

Senior Content Analyst

Zomato, İstanbul (Turkey)

- Solving & Answering the questions & issues which come from the team & taking initiatives
- Preparing the plans for the field team (Data Collection Team) on weekly, monthly and quarterly basis. The plans are based on updating 27.700 restaurants' menus and completing missing information on 3 months cycles.
- Giving KPIs to the team with strict deadlines and following up
- Planning how to keep the stats (menu update rate, total menu rate, coordinate rate and photo rate on Zomato)
- Reporting weekly and monthly to top management
- Getting reports on weekly base from the team
- Creating best practises for all other Zomato countries
- Testing new B2B and B2C products & services of Zomato, translating and localising to Turkish and making sure that all products are ready to meet with users and Zomato's business partners

15/09/2014–15/06/2015

Content Analyst

Zomato, İstanbul (Turkey)

- Collect, curate and update information about restaurants and build a strong product-base for Zomato
- Quality check the data on the website to ensure that information is accurate
- Look out for new restaurants in the city and keep the website updated
- Interact with restaurant managers/owners and generate sales leads for the sales team
- Make sure that all the information a user requires to make a decision about their restaurant preference is available to them
- Data collection on the field for the newly opened cities after Mekanist Migration

01/02/2014–01/06/2014

The Grand Tarabya Hotel (İstanbul, Turkey) - Project Leader

İstanbul (Turkey)

Fixed Asset Management Project

Consulting and re-organisation for life-cycle of assets. Integrating the labelling systems with the fixed asset management systems. Supervision and organising the counting and labelling operation.

The steps of the projects are as follows;

- Preparing technologic environment for labelling.
- Counting, labelling, reconciliation operations are managed.
- All asset management processes have been redefined within procedures.
- SKY (Asset Management Software) installations, implementations and trainings.
- Labelling Terminals installation and implementations with SKY softwares.
- Reconciliation with fixed asset registers, regulation of financial records.
- Fine-tuning efforts after completion processes development.

01/11/2013–01/02/2014 **Shangri-la Bosphorus (İstanbul, Turkey) - Project Leader**

İstanbul (Turkey)

Fixed Asset Management Project (RFID Implementation)

Consulting and re-organisation for life-cycle of assets. Integrating the RFID systems with the fixed asset management systems. Supervision and organising the counting and labelling operation.

The steps of the projects are;

- Preparing technologic environment about RFID.
- Counting, labeling, reconciliation operations are managed.
- All asset management processes have been redefined within procedures.
- SKY (Asset Management Software) installations, implementations and trainings.
- RFID Terminals installation and implementations with SKY softwares.
- Reconciliation with fixed asset registers, regulation of financial records.
- Fine-tuning efforts after completion processes development.

01/06/2013–01/09/2013 **Shangri-La Hotel (Paris, France) - Project Leader**

Paris (France)

Fixed Asset Management Project (RFID Implementation)

Consulting and re-organisation for life-cycle of assets. Integrating the RFID systems with the fixed asset management systems. Supervision and organising the counting and labelling operation.

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01/01/2012–01/01/2013 **Webmaster**

www.evdekokteyl.com, İstanbul (Turkey)

After leaving my previous job for university, i couldn't stop myself from making a website. I've started a blog about how people can make their cocktails at home with ease.

After few months the website draw some attention and it was on 2 populer Turkish Newsletters.

6 months later i had a meeting with Bacardi for main sponsorship. At the same time, advertising alcohol in televisions, newsletter and websites was forbidden in Turkey with the new laws.

Bacardi called meetings. I was upset, closed the website.

01/01/2011–01/01/2012 **Social Media Team Leader**

Thales Cafe&Bar, İstanbul (Turkey)

I've led a team that was responsible for creating all social media accounts from scratch, crisis management and image building on social media for the brand. The team was also responsible for Creating social media campaigns, advertising them, analysing campaign feedback and preparing weekly & monthly presentation to the management team about all social media data.

In Addition to that, i've created a new website in SEO rules, which ended up in first position for couple keywords.

01/01/2008–01/01/2012 **Bartender**

Thales Cafe&Bar, İstanbul (Turkey)

I've worked as a bartender in Taksim, Beyoğlu for 2 years. Also have won couple cocktail awards in domestic cocktail competitions.

EDUCATION AND TRAINING

01/08/2007–01/06/2013 **Electrical Engineering**

İstanbul Teknik Üniversitesi, İstanbul (Turkey)

01/01/2003–01/01/2007 **High School**

Samsun Science High School, Samsun (Turkey)