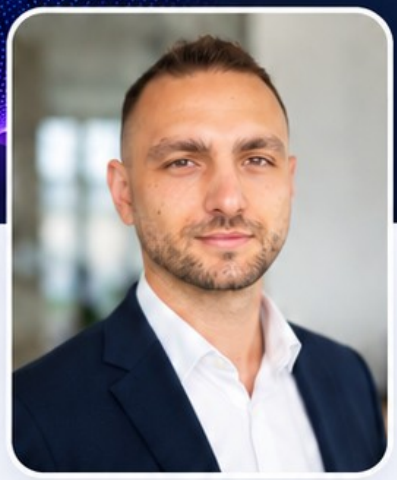


IMRICH POLÁK, Mgr.

AI AUTOMATION & DIGITAL SOLUTIONS

WORKFLOW AUTOMATION | AI AGENTS | PROCESS OPTIMIZATION | CONTENT & MEDIA

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CORE COMPETENCIES

- AI automation & agent development
- Business process optimization
- Implementation of AI solutions in real workflows
- Data analysis & reporting
- Content creation & video production
- Marketing communication
- Project & task management

AI & DIGITAL TOOLS

ChatGPT | Gemini | Claude | Nano Banana (in Gemini) | Claude Code

- AI agents & workflow automation
- Document processing & data extraction
- AI content generation (text, image, video)
- Productivity & business automation

LANGUAGES

Slovak – Native

English – B2 (Upper Intermediate)

German – A2 (Elementary)

PROFESSIONAL SUMMARY

Marketing and media graduate with hands-on experience in implementing AI automation and digital solutions in a business environment. I combine a creative mindset with a practical, process-oriented approach to automate workflows, save time and improve efficiency. I actively use modern AI tools (ChatGPT, Gemini, Nano Banana, Claude and Claude Code) to build AI agents, automate routine tasks and create high-quality digital content. I am looking for a role where I can further develop AI-driven solutions, content creation and digital workflows – remotely or on-site (e.g. Dubai).

WORK EXPERIENCE

ROVES, s.r.o. – AI Automation & Office Administration — Mar 2023 – Present

- Design and implement AI-based automations and AI agents (Claude, Claude Code, ChatGPT, Gemini) for accounting and administrative workflows.
- Automate document processing (invoices, bank statements, payroll inputs) and data extraction.
- Integrate AI tools into daily operations, reducing manual work and processing time.
- Create internal AI solutions, templates and workflows for the team.

Danucem Slovensko a.s. – Marketing Communication — Jul 2022 – Jan 2023

- Supported marketing and internal communication for the Slovak market.
- Created newsletters, visual materials and campaign assets, coordinated events.
- Analysed campaign results and contributed to their optimization.

DoubleTree by Hilton – Reception & Guest Service — Jun 2021 – Feb 2022

- Front desk operations, guest care and daily operational support.
- Developed strong communication and problem-solving skills.

REDRESS, s.r.o. – Administrative Worker — Jan 2016 – Jan 2021

- Administrative support, document management and office operations.
- Gained accuracy, organization and long-term process experience.

EDUCATION

Pan-European University, Bratislava
Master's Degree (Mgr.)
Media and Marketing Communication
Sep 2024 – Jun 2026
Thesis: Artificial Intelligence in Media with a Focus on Recommender Systems

Pan-European University, Bratislava
Bachelor's Degree (Bc.)
Media Communication
Sep 2021 – Jun 2024

ADDITIONAL HIGHLIGHTS

- Implemented real AI automations and agents in a company environment (e.g. document processing, data preparation, reporting, content creation).
- Experience with video production – script, directing, filming and editing (Adobe Premiere Pro, CapCut).
- Active content creation (TikTok, YouTube – gaming & AI projects) and short-form video/clipping.
- Strong interest in the latest AI tools, automation and their real-world business applications.
- Driving license A, B | Open to remote, on-site (e.g. Dubai) or freelance collaboration (via own company).