

# VASSILY LAKHONIN

Almaty, Kazakhstan (Citizenship)

vassiliy.lakhonin@gmail.com | +7 (705) 104 37 45

LinkedIn: <https://www.linkedin.com/in/vassiliy-lakhonin/>

---

## SUMMARY

---

**Desired position:** Program/Portfolio Manager (Evidence & Compliance, Cross-Border) | onsite, remote

End-to-end lifecycle management | Multi-country portfolio coordination | Risk management, mitigation & compliance | Stakeholder engagement (international organizations/donors/investors, government, private sector) | Budget monitoring & vendor oversight | Ethics, cross-cultural communication, facilitation & negotiation | Russian (native), English (professional working proficiency)

## EDUCATION

---

**Master in Politics and Security (Central Asia)** 2013

*The Organization for Security and Cooperation in Europe (OSCE) Academy in Bishkek*

**Bachelor in Sociology, Dual-degree with Bard College, NY, U.S.** 2012

*American University of Central Asia, Bishkek, Kyrgyzstan*

## WORK EXPERIENCE

---

**Regional Monitoring and Evaluation (Performance) Manager** April 2023 — April 2025

*DAI (U.S. Development Consulting Rep. Office in Almaty), Kazakhstan*

Managed performance monitoring and reporting systems for \$14M USAID-funded regional program spanning four Central Asian countries, ensuring data integrity across 15+ local implementing partners.

- Delivered 100% on-time quarterly and annual donor reports (8 consecutive quarters) by establishing automated data collection workflows, reducing partner submission delays by 40% through proactive follow-up protocols.
- Built partner M&E capacity across 15+ organizations through regular technical seminars on M&E frameworks, data quality standards, and verification protocols increasing partner self-reported data confidence scores from 6.2/10 to 8.7/10.
- Maintained audit-ready compliance documentation (data verification logs, partner agreements, DQA checklists) supporting two USAID audits with zero findings and full approval ratings.
- Coordinated cross-functional KPI tracking with technical teams in 4 country offices and HQ, reconciling discrepancies in quarterly indicators and ensuring accurate performance narrative alignment.
- Piloted AI-assisted reporting workflows using chatbots/LLMs for initial draft generation and data cleaning, reducing report preparation time by 25% while maintaining quality control standards.

**Consultant (Multiple Clients & Assignments)**

April 2021 — March 2023

Delivered project coordination, program design, and facilitation services for international organizations and private-sector clients.

1) SaaS/E-Commerce Platform Launch | Oct 2021 – May 2022 |

Role: Product Launch Coordinator

- Led rollout of B2B E-Commerce platform from vendor coordination through post-launch monitoring.
- Managed sprint-based product testing cycles (2-week iterations) with development team.
- Tracked platform performance metrics (user adoption, transaction volumes, conversion rates).
- Coordinated vendor contracts and service delivery schedules to meet aggressive launch timeline.

2) Women in Transportation & Logistics Initiative | Apr – Dec 2021 | Client: CILT Kazakhstan / WiLAT |

Role: Program Design Support

- Co-designed professional development workshops targeting women in transport/logistics sector.
- Built LinkedIn community reaching 100+ members through targeted content and engagement strategy.
- Organized networking events and webinars to facilitate industry connections.

3) Youth Civic Engagement Program | Apr – Jun 2021 | Client: U.S. Consulate General, Almaty |

Role: Mentor/Facilitator

- Designed and delivered weekly hybrid sessions for cross-border youth cohort (10 participants).
- Mentored group projects through completion with structured feedback cycles and milestone tracking.

**Project Management Specialist/Training Consultant**

March 2019 — February 2021

*DAI (U.S. Development Consulting Rep. Office in Almaty), Kazakhstan*

Coordinated technical assistance portfolio across 5 Central Asian countries for USAID-funded business enabling environment program, managing concurrent project timelines, budgets, and stakeholder relationships.

- Maintained 100% on-time delivery record across 25+ project deliverables (scopes of work, assessments, training programs, compliance reports) over 24-month period through proactive risk tracking and weekly coordination calls.
- Coordinated multi-stakeholder portfolios engaging 5 implementing partners and 50+ private-sector organizations across Kazakhstan, Kyrgyzstan, Tajikistan, Turkmenistan, and Uzbekistan.
- Co-designed and delivered Training-of-Trainers (ToT) on business skills development, reaching 10+ trainers who subsequently trained 100+ SME beneficiaries (cascading impact model).

- Supported annual donor audits (2019, 2020) with comprehensive documentation packages (budget tracking, deliverable sign-offs, risk logs), achieving 100% pass rate with zero findings.
- Tracked project risks using structured risk registers and escalation protocols, mitigating potential delays through early intervention and stakeholder negotiation.

**Researcher & Research Expertise Services**

January 2014 — December 2018

*Multiple Clients & Assignments (onsite & remote)*

Provided research, data collection, and project support services for academic institutions, think tanks, and international organizations across multiple assignments.

- Conducted desk research, literature reviews, and fieldwork for policy-focused research projects.
- Provided data collection, translation, and database setup support for multi-country studies.
- Contributed to peer-reviewed publications and policy briefs.
- Organized international workshops and conferences (logistics, participant coordination, facilitation support).

---

**PROFESSIONAL DEVELOPMENT**

- Perplexity's AI Business Fellowship & Agents Intensive with Google (2025) – 8-week online intensive on AI tools for business workflows.
- Procurement and Cybersecurity Trainings – DAI (2023–2024).
- Project/Program Management for Development Professionals – Humentum / PM4NGOs (2019, 2022).
- Action Research, Effective Writing, Visualization and Advocacy – Central European University (CEU) School of Public Policy (2018).
- Junior Professional Officer (JPO) internship – Ministry of Foreign Affairs of Kazakhstan, Department of Multilateral Cooperation (2016).

*Note: References, work samples, publications, and additional supporting materials are available upon request.*