

CURRICULUM VITAE



CYRAN ANDRZEJ

Punctual, cultural, resistant to stress and ready to work under time pressure. If he does not know the solution to the problem, he finds them by trial and error. Quickly assimilate knowledge so new position is not a problem for him. Despite the economic and linguistic education, he is ready to work in any branch. Work experience, which owns, is a source of valuable knowledge, which he can use every day. Privately, passionate of new technologies from the perspective of user and creator.

MARITAL STATUS: BACHELOR
DATE OF BIRTH: 1990-09-23

CONTACT:

PHONE: (+48) 665 143 373
MAIL: CYRAN_ANDRZEJ@O2.PL
WWW:
WWW.CYRANANDRZEJ.PRIV.PL

EXPERIENCE:

SALESMAN,
G&G WITOLD GACEK,
ROBERT GRĄDZKI S.C.,
MIELEC,
UL. KILIŃSKIEGO 1,
tel. 17 (5862254)
2009-2010

Concluding agreements for Television services, usage of cash register and computer program Subiekt Euro, usage of MS Office, bringing in new clients.

STUDENT INTERNSHIP,
AKTIV, AL. IX WIEKÓW
KIELC 16, KIELCE,
tel. 41 (3682641)
2012-2015

Student Internship in Translation Company. Internship's length was 160 hours.

TUITIONS,
2012-2015

English tuitions

GEOPHISICAL MEASURER,
ATERIMA,
EMPLOYMENT AGENCY,
ul. Puzkarska 7f,
KRAKÓW,
tel. (17) 5065585
22.07.2015 - 02.09.2015

Performing work for the Employer User (Pracodawcy Użytkownika) in contract specified as Geofizyka Kraków S.A.

CASHIER/SALESMAN,
STOKROTKA,
Zygmuntowska 4 (Galeria Viva), 39-300 MIELEC
tel. (17) 5065585
14.09.2015-11.01.2016

Usage of cash register, customer service in the scope of non-cash and cash payment for commodities

EDUCATION:

ENGLISH PHILOLOGY,
SPECIALIZATION:
TRANSLATION
2010-2015

Daily BA and MA studies at Kazimierz Pułaski University of Technology and Humanities in Radom

COURSE,
Obtained competence to work as accountant, Occupational code 331301(in reference to Polish law)
2012

Certification Institute of Professional Accountants in Warsaw (Instytut Certyfikacji Zawodowej Księgowych)

ECONOMICS,
SPECIALIZATION:
ACCOUNTANCY
2012-2015

Extramural BA studies at Higher School of Business Studies in Radom

I hereby agree for my personal data, included in my job application, to be processed in line with the needs of recruitment, in accordance with the Law on Personal Data Protection of 29 August 1997



LANGUAGES:

English – advanced in writing and speech

Russian – basic in writing and speech

PERSONAL QUALITIES AND SKILLS:

- medical record book for sanitary and epidemiological purposes
- good knowledge about MS Office and Windows,
- driving license, B category
- own car
- usage of computer program Subiekt EURO,
- creating websites with usage of HTML,
- audio/video editing (CAMTASIA STUDIO, SONY VEGAS)
- computer service (change of base parts),
- software installation (basic programs, different Windows' operations system),
- usage of cash register

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