

Tomasz Skwara

PERSONAL DETAILS:

Dual citizenship: British and Polish Contact: tomasz@tomaszskwara.com
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EMPLOYMENT HISTORY:

May 2018 - now	Manchester IT Services Ltd, Manchester, UK. Position: IT Technician for strategic client - AKW Global Logistics. Duties: <ul style="list-style-type: none">• Servers and network support:<ul style="list-style-type: none">- Windows Servers 2003-2016- Windows 7/8/10- MS Office 2010-2016- Networking - DNS, DHCP, TCP/IP, Switching, Routing- Active Directory, Group Policy- Office 365, MS Exchange 2010- Vmware, Hyper-V- UniFi Ubiquiti system• Administering, monitoring, troubleshooting and first line support:<ul style="list-style-type: none">- Access Supply Chain - contract packing- Firewall FortiGate - security- Horizon - phone system- Delta Warehouse Management System- McAfee ePolicy - McAfee antivirus security- all models of printers: OKI, Konica Minolta, Canon, Zebra• Ensure backups are checked and maintained daily (Symantec Backup Exec, Veeam Backup, Microsoft Azure Backup, BackThatUp OBM)• Desktop and application support• Dealing with every day issues on users PC's e.g. outlook, excel, user's logins and any other helpdesk responsibilities• Continuity, maintenance and security.
April 2012 – April 2018	AKW Global Logistics, Manchester, UK. Position: IT Systems Administrator. Duties: <ul style="list-style-type: none">• Servers and network support:<ul style="list-style-type: none">- Windows Servers 2003-2016- Windows 7/8/10- MS Office 2010-2016- Networking - DNS, DHCP, TCP/IP, Switching, Routing- Active Directory, Group Policy- Office 365, MS Exchange 2010- VMware- UniFi Ubiquiti system• Administering, monitoring, troubleshooting and first line support:<ul style="list-style-type: none">- Access Supply Chain - contract packing- Symantec Backup Exec - backup- Firewall FortiGate - security- Horizon - phone system- Delta Warehouse Management System- McAfee ePolicy - McAfee antivirus security- all models of printers: OKI, Konica Minolta, Canon, Zebra• Desktop and application support• Dealing with every day issues on users PC's e.g. outlook, excel, user's logins and any other helpdesk responsibilities• Continuity, maintenance and security.
Sept. 2010 - now	Freelance projects including web design and set up on server, graphic design, multimedia development, programming. Portfolio: www.tomaszskwara.com Key skills involved: HTML, Adobe Flash CS4, Photoshop, Dreamweaver, CSS, JavaScript, PHP.

EDUCATION:

2009 – 2011	Manchester Metropolitan University, Manchester, UK. FdSc Enterprise Computing. Award: Foundation Degree in Enterprise Computing with <u>Distinction</u> Selected Course Modules: <ul style="list-style-type: none"> • Database analysis and Database design - SQL, Oracle (90%) • Advanced Web and Multimedia - Digital Media, HTML, CSS, Adobe Flash CS4, Photoshop, Dreamweaver (87%) • Java programming (78%) • Computer Networks (68%) • Information Systems for Organisation (86%)
2000 - 2005	AGH University of Science and Technology, Faculty of Mining and Geoen지니어ing, completed studies of Management and Marketing in Industry, Krakow, Poland; Bachelor’s Dissertation: “Impact of assessment and motivation to increase productivity”, graded A. Degree: Bachelor of Science (Honours) with <u>Distinction</u>. Selected Projects: <ul style="list-style-type: none"> • Management of Projects • New Product on The Market • Management of Human Resources • Technical projects such as Health and Safety in Industry

SUPPLEMENTARY COURSES:

- **Ubiquiti UEWA - Enterprise Wireless Admin Training Course.**
- **Administering Microsoft SQL Server Databases - Digital (M20462) (QA).**
- **VMware vSphere: Install, Configure, Manage (v5.5) (VMWAREICM55) (QA).**
- **Configuring, Managing and Troubleshooting Microsoft Exchange Server 2010 (QA).**
- **Configuring, Managing and Maintaining Windows Server 2008 R2 Servers (QA).**
- **Access Supply Chain** course including end user software and administration.
- **Crystal Reports** - creating and administration of crystal reports and crystal SAP server.
- **Watchguard** course - administration and developing.

ADDITIONAL SKILLS:

- **Full UK driving licence** (clean).
- **Language skills:** Polish – native; English – full professional proficiency.
- **Large skills of individual and team work**, positive attitude towards work, **excellent communication and organizational skills** – membership in Amnesty International group; membership in independent artist group "NoiseNation", taking part in preparation and organization of poetry, gigs, painting, sculpture and photo exhibitions.

REFERENCES:

I am happy to supply these on request.