

## PERSONAL INFORMATION

**Name** **Martin Skoneczny**

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**Nationality** Polish

**Date of birth** 16 November 1973

## PROFILE

I have been working with computers for over ten years. Which is my passion I keep my work on a very professional level and always continue to stay up-to-date in the field. I Good familiarization with new technologies allows me to learn quickly and implement them where I can. My hobbies include photography, music and painting. I enjoy learning and always try to master my existing skills as well as to acquire new ones.  
I refrain from smoking and drinking.

## SKILLS

Very good computer service skills, Windows 9x, ME, 2000 and XP, Vista DOS, MS Office, Adobe Photoshop CE, Front Page 2003, website designing, Internet, E-mail, office equipment operating.

## TRAINING

Computer hard - and software  
INTEL, GIGABYTE, CREATIVE, MINOLTA, ASUS, HERKULESLINE, AMD, MICROSOFT (Windows XP, Office 2003) MSI, KINGSTON.  
Houseware  
BOSCH, SIEMENS, GORENJE  
Fiscal cash tills  
ELCOM

## WORK EXPERIENCE

- Dates
  - Name and address of employer
  - Occupation
  - Main activities and responsibilities
- 2006-2007**  
**PROFEKTUS**, Ste 29, Sixth September Street, Lodz, Poland  
PCs and fiscal cash tills - sales and service  
Tradesman and marketing manager  
Customer Service  
Customer price and contract negotiation, wholesale and retail.  
Hardware and software sales advisor  
Continual research of technical innovations  
Designing and preparation of advertising material for press.  
Cooperation with trade partners such as Intel, Kingston, Mode Come and Asus.  
Certificate of ASUSTek Computer Inc.
- Dates
  - Name and address of employer
  - Occupation
- 2005-2006**  
**IDEA-SYSTEM**, 51 Rzgowska Street, Lodz, Poland  
PCs and fiscal cash tills - sales and service  
Shop-assistant and service agent

- Main activities and responsibilities

Customer service  
Customer price and contract negotiation, wholesale and retail.  
Hardware and software sales advisor  
Continual research of technical innovations  
Unit assembling and modernization  
Hardware service and repair  
Fiscal cash till
  
- Dates
  - Name and address of employer
  - Occupation
  - Main activities and responsibilities

**2000- 2004**  
**ARETE S.C.** 165/169 Piotrkowska Street, Lodz, Poland  
PC, software and accessories sales  
Shop-assistant and service agent  
Customer service  
Customer price and contract negotiation, wholesale and retail.  
Hardware and software sales advisor  
Continual research of technical innovations (computers and game consoles)  
Unit assembling and modernization  
Hardware service and repair  
Fiscal cash till
  
- Dates
  - Name and address of employer
  - Occupation
  - Main activities and responsibilities

**1999-2000**  
**DOMATOR S.C.** 4 Niepodległości Square, Lodz, Poland  
leading in Poland the net of shops offering the wide assortment of the equipment device of the home properties and radio and television  
shop-assistant  
customer service.  
Price negotiation with the customer.  
He attention over the customer ( sales advising )
  
- Dates
  - Name and address of employer
  - Occupation
  - Main activities and responsibilities

**1998-1999**  
**MAG-GREJ P.P.H.U.** in the Lodz St Aleksandrowska 100/64  
Company Dealing with in-walls wardrobes of INDECO type  
shop-assistant  
Customer service.  
Sales advising ( help of the choice of the project ).  
The individual pricing of the project.
  
- Dates
  - Name and address of employer
  - Occupation
  - Main activities and responsibilities

**1997-1998**  
**IDA Dariusz Frankiewicz** Lodz 32 Wschodnia Street  
Company dealing with sales of home devices & electrical devices and radio and TV  
shop-assistant  
Customer service.  
Sale and help in transportation.  
The use of fiscal cash desk.
  
- Dates
  - Name and address of employer
  - Occupation
  - Main activities and responsibilities

**1993-1994**  
**ACTION** Piotrkowska Street,  
One of the first Polish company dealing with sales of computers & software to all types of computers e.g. AMIGA, PC ( IBM), Apple.  
shop-assistant  
Customer service.

- Dates
  - Name and address of employer
  - Occupation
  - Main activities and responsibilities
- 1989-1993**  
**SDH CENTRAL** Lodz Piotrkowska 165/189  
 this one of larger commercial centre in Lodz. ( in those years )  
 Vocational training ( three times week) in SDH CENTRAL  
 as the shop-assistant on stalls  
 ( sport, radio and television, glass and china, suits).  
 Customer service.  
 He attention over the customer ( sales advising )

**EDUCATION**

1989-1993 Trade Technical School in Lodz  
 Shop-assistant certificate ( overall grade- very good ( **A** ) )  
 Advertisement module – excellent grade

**LANGUAGES.**

MOTHER TONGUE Polish  
 OTHER LANGUAGES ENGLISH , RUSSIAN

**English**

- Reading skills Good
- Writing skills Basic
- Speaking skills Good

**RUSSIAN**

- Reading skills Good
- Writing skills Basic
- Speaking skills Good

**PASSPORT**

Polish (European Union)

**REFERENCES**

Available on request.