

# EXPERIENCE

Non-commercial project

II 2022 - present

## MOVIE RATING APP FOR GEEKS

- ✓ Preparing test cases to check that the app is calculating the correct results (eg. based on various combinations of rating)
- ✓ Exploratory testing - finding errors in pre-assumptions, help in determining boundary values
- ✓ Accessibility testing - identifying potential user limitations that may cause difficulties in using the application
- ✓ Re-testing to confirm that errors and defects have been removed

Novarius for: Yaopeng Trading Co., Ltd.

VII 2015 - X 2021

## EXECUTING ASSISTANT

- ✓ Customer care to ensure a seamless, satisfactory import process - from the moment of inquiry, through customs clearance to after-sales service
- ✓ Ensuring an efficient flow of information, developing a unified system of company documentation and data, checking if they're mistake-free and complete
- ✓ Estimation of final costs of product for clients to help them making import decisions
- ✓ Verifying EU standards about products
- ✓ Doing research for new products to determine technical and EU standards requirements
- ✓ Making infographics and drawings, especially for clear communication of product requirements
- ✓ Preparing reports, shipping documentation, formal letters, declarations of conformity
- ✓ Participation in biggest Cantonese fairs, business trips - assisting clients, negotiating prices, specifying product requirements, collecting and organizing offers and orders arrangements
- ✓ Online quality control of imported products

- ✓ Reconciling the interests of Polish entrepreneurs and Chinese suppliers considering the external market
- ✓ Creating marketing content for yaopengtrading.com
- ✓ Preparation of recruitment tasks and scenario to verify the candidates' skills

Freelancer

IV 2012 - V 2015

## REAL ESTATE BROKER

- ✓ Research and acquisition of real estate for sale/rent
- ✓ Internet marketing
- ✓ Direct presentations for buyers, home staging
- ✓ Self-sale of real estate (flipping)

## EDUCATION AND CERTIFICATES

freeCodeCamp

2022

### CERTIFICATE

Responsive Web Design

Certios

2019

### CERTIFICATE

CE marking - the basics

Andrzej Frycz Modrzewski Kraków University

2010 - 2014

### DIPLOMA

Bachelor's Degree in Foreign Trade