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#### Academic history

will be available online at:

<http://education.haweast.ga/>

#### REFEREES

**Alison Denton**  
**Recruitment Manager**  
NZ Care Disability

**Steve Cosgrove**  
**Networking Tutor**  
Whitireia New Zealand

Contact Information Available  
on Request

# Stefan Hawea

CURRICULUM VITAE

## PERSONAL STATEMENT

I have an interest in System Administration and Databases in IT. I am skilled at Database planning and scripting and find this very satisfying when done correctly. I am always willing to learn more and increase my knowledge and skills as much as possible. I aspire to one-day work within an industry that I can excel in and where I will be able to offer a diverse set of skills.

While studying I worked on a project to develop a CRM, this included working closely with the client.

People who have taking me on as an employee have not regretted it, I've brought great ideas to the table and carried out tasks correctly and in within the allotted time.

Currently in my free time I have being developing an online CV, coding it on GitHub using HTML and CSS. ([www.haweast.ga](http://www.haweast.ga))

## SKILLS

### Communication

Proven ability as a confident communicator through customer service and ideas and project presentations while working towards my degree, as well as talking with employers and customers about their needs.

### Time Management

My daily commute for many years has been from Otaki to Wellington or Porirua and I have managed my time to include all my daily tasks and study commitments in a timely manner.

### Teamwork

I work well as an individual as well as a member of a team. I was involved in group projects while studying at Yoobee and Whitireia, where I achieved goals with others and worked with people of different ages, gender and cultures.

### Initiative

Working with employers and students, I have had to translate ideas into projects, generating a range of options from which to choose. Along with this, I identified problems of which they were unaware.

### Technology

Computer literate in networking, databases IT environments, entry level programming C#, basic HTML and many design software. I also have knowledge in Microsoft Office products. Most of my experience comes from Whitireia but in my free time I help family with computer problems and write documents.



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## ACHIEVEMENTS

Fuji Xerox New Zealand Ltd  
Scholarship 2016

Red Wolf Security Scholarship 2017

## INTERESTS

Games, Bowling, Japanese, Family,  
Databases, Computers, HTML-CSS,  
Documentation, Networking

## EDUCATION

### Bachelor of Information Technology

Whitireia New Zealand

| 2015 - 2017

Teaches the fundamental principles and theory of information technology, a familiarity with information technologies commonly used in organisations, and the ability to learn new skills in a rapidly changing environment.

### Diploma of Computer Graphic Design

Yoobee School of Design

| 2012

Taught me how to design and produce printed material. From posters, magazines, books and brochures to advertisements, illustrations, display items, and company logos.

### Certificate in Digital Media (iCreate)

Natcoll/Yoobee School of Design

| 2011

The Certificate in Digital Media is a foundation course in visual communication that creatively combines technology and art.

### NCEA Level 1 & 2

Otaki College

| 2008 - 2010

Certificate of Achievement—Apply Safe Work  
Practices in the Workplace

## WORK EXPERIENCE

### Data Analysis

NZ Care Disability

| 02/2018 – 07/2018

*(Unpaid Work experience)*

I create weekly reports for the recruitment side of NZ Care Disability, this involves pulling data out of the database and presenting it in a clear and easy to understand format. I've also created a new template for the team to use that automatically pulls the information they want from the database and create an individual campaigns report that I end up using to creating the weekly reports.

### Business Analysis

Real Estate Appraisal Systems (REAS)

| 07/2017 – 11/2017

*(Unpaid)*

Whitireia provides a course that allows it students to work in a real-life project. It required me to communicate with the client and document the problem of his current CRM and provide a solution on how to solve the issue and what steps to take next. I stepped up to be the team leader and put into plan the appropriate methodology (SCRUM) and organised regular meetings to see the progress of the project.

### Meter Reader

Wells Instrument & Electrical Services Ltd

| 09/2013 - 10/2014

*(Was made redundant)*

Carry out routine meter reading of electricity & gas in both rural and urban areas. While working with them I have learned to take on the unknown and communicate with strangers. Time management was required to complete a full day of work on time.

### Temporary Designer

Enliven

| 01/2013 - 01/2014

Created a new brochure for the Enliven brand and logo design for a sub brand.