

Henrik Kriiger - 4423171

Personal Data

Name:	Henrik Kriiger	
Age:	34	
Birth date:	31. October 1985	
Sex:	Male	
Address:	Tallinn, Harju county, Estonia	
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Links:	► Current Project Funktech.ee	
Contact telephone:	5282395	
Level of education:	Higher education (bachelor)	
Current job status:	Self-employed	
CV modification date:	06. October 2019	

Introduction and aims

The objective of my CV is to give the reader an honest overview of my academic and work-related journey and introduce myself as a potential employee who has the desire to constantly improve and develop his set of skills and professional capabilities. I find it most important to find an employer that can support my professional goals and an honest description of myself is by my logic the best guarantee to find the right team and environment to fulfill my ambitions and dreams.

Secondary education

Tallinna 37. Keskkool	
Period of studies:	1992 - 2004

Higher education

Estonian Entrepreneurship University of Applied Sciences	Bachelor
Major:	2014 - 2017, Web-Design & Digital Graphics
Minor:	Web Technologies
Tallinn University	Bachelor
Major:	2012 - , Physical Culture
Estonian Business School	Bachelor
Major:	2006 - 2012, International Business Management
Minor:	Marketing

Additional training

EAS & DevelopDesign	
Topic:	Team Development Training, in year 2010, 21-22 September
Additional information:	Topics: Team Characteristics and team effectiveness. Formation of co-operation. Principles of effective co-operation. Team goals and priorities. One-to-one feedback. Expectations to team-members. Roles in the team. Agreements for further development of co-operation. Practical training of co-operational skills. Trainers Kristel Jalak and Tiit Kõnnussaar (Certificate no. 10-65).

Work experience

03/2016 - Still working (3 years and 10 months)	OÜ Funktech	Project Manager (IT)
Job description:	Owner & founder of the company.	
Company data:	Computers / IT / Internet, private enterprise	

10/2013 - 01/2014 (3 months)	OÜ Budopunkt	Sales Assistant
Job description:	To assist and manage sales, customer relationships, online/content marketing, product procurement, warehouse logistics and handle all orders placed via on-line shop and also conduct homepage maintenance. In a few words everything that is needed to be done running a small shop that sells professional sporting merchandise.	
Reason for leaving:	Part time job and salary depending on seasonable market sales.	
05/2010 - 05/2011 (1 year)	Ericsson Estonia As	Purchaser/Buyer
Job description:	End-to-end responsibility for the supply process, from when the customer purchase order is received, until it is invoiced. That includes coordinating activities so that the orders are delivered according to agreed terms. Daily tasks involve maintaining product & material databases. Communicating with suppliers and partners. Issuing invoices and making sure they get paid on time. Monitoring stock and placing purchase orders. Managing information flow between departments, for example production, engineering and warehouse departments.	
Reason for leaving:	Contract expiration and new career plans for the future.	
10/2007 - 08/2009 (1 year and 10 months)	OÜ Staadioni Mobiiltelefonid	Electronics Maintenance Technician
Job description:	Repair and maintenance of Nokia mobile-phones.	
08/2004 - 04/2006 (1 year and 8 months)	AS BSL	Check-In Administrator
Job description:	Ticket sales, releasing invoices, handling clients, registering them and their cargo in shipping manifests.	

Expectations for future job

First preference	Information technology
Preferred occupations:	Assistant (IT), Business analyst, Computer Teacher, IT Development Manager, IT Development Specialist, IT Specialist, Manager (IT), Usability analyst, webmaster, WWW Content Administrator, WWW Project Manager, WWW Specialist
Second preference	Culture / arts / entertainment / sport
	Art Director, Assistant (Culture), Business analyst, Computer Graphics Designer, Creative Worker, Designer, Manager (Entertainment), Photographer, Project Manager (Culture / Entertainment), Proofreader / Editor, Script Writer, Sports Methods Specialist
Suitable working time:	Part-time work, Full-time work, Professional practice, Work after classes, Project-based / freelance, Fixed-term / seasonal / temporary employment, Full time work in shifts
Location:	Home office, Harju county / Tallinn, Tartu county / Tartu, Country undefined
Availability for starting work:	ASAP
Monthly salary (net):	1 300.00 €

Language skills

Native language:	Estonian				
English	Interaction: C1 very good	Production: C1 very good	Reading: C1 very good	Listening: C1 very good	Writing: C1 very good
Usage:	every day				
Finnish	Interaction: A2 basic skills	Production: A2 basic skills	Reading: A2 basic skills	Listening: A2 basic skills	Writing: A2 basic skills
German	Interaction: A2 basic skills	Production: A2 basic skills	Reading: A2 basic skills	Listening: A2 basic skills	Writing: A2 basic skills
Russian	Interaction: A1 poor	Production: A1 poor	Reading: A2 basic skills	Listening: A2 basic skills	Writing: A1 poor
Italian	Interaction: A1 poor	Production: A1 poor	Reading: A1 poor	Listening: A1 poor	Writing: A1 poor
Spanish	Interaction: A1 poor	Production: A1 poor	Reading: A1 poor	Listening: A1 poor	Writing: A1 poor

Computer Skills

Basic:	JavaScript, MS SQL
Medium:	3DstudioMax, Adobe Illustrator, C#, CorelDraw, Directo, HTML, PHP, SAP, SQL
Specialist:	Adobe Photoshop
	I have also intermediate working skills with professional audio and music production software like Cubase and Ableton Live.

Driver's licence

Obtained categories:	B
Driver's licence since:	2003 (17 years)
Possibility to use personal car:	Yes

Personal qualities

Personal qualities:	Dynamic and adoptive to new working environments. Friendly and also a good team player but also able to work on my own. Always open to new experiences, am open minded and able to analyze my own life. Consider myself as a critical thinker. Can also think technically and be self-reliant and creative when solving and dealing with daily problems at work. I consider myself able to also be a critical thinker as a positive way.
Strengths:	Working experience in various fields and with different types of people from different backgrounds. Good knowledge of myself and know how to motivate myself and others as well. I also don't take constructive criticism personally.
Weaknesses:	I work better under pressure and due to that I sometimes leave important things for the last minute which might be risky in some scenarios. I like to take risks but sometimes they do not work out the good, but sometimes they do.
Interests and hobbies:	Music, photography, physiology and different types of extreme sports, martial arts and sometimes a bit of disc-golf.

Organisations

Additional information	Since 2012 I have been training Mixed Martial Arts and Brazilian Jiu-Jitsu and even competed in a few tournaments for personal growth and experience purposes.

Other information

Additional information:	In 2012 I started studies to become a gym teacher and basketball coach at Tallinn University, just for personal interest and also self-development but for future career and also financial purposes I decided on moving on to a more challenging field of work. The program at TLU was a bit outdated and the tuition fees did not seem to be the best value for money. I was also then accepted in the business information technology masters program at TTÜ (Tallinn University of Technology) but wasn't confident regarding my programming skills at that time and so went on to study web-technologies at Mairor also hoping maybe later to also continue with my masters.
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