Ian Zammit

Nationality: Maltese   📞(+356) 79462813   **Date of birth:** 13 Jun 1997

Gender: Male   ✉ **Email address:** zammitian1@gmail.com

📍 **Address**: Octagon 8 Triq Bwieqi Mosta, MST 2663 Mosta (Malta)

EDUCATION AND TRAINING

Bachelor of Science (Honours) in Multimedia Software Development IT
Institute Of Information & Communication Technologies [Aug 2019 – Current]

Address: Triq Kordin, PLA 9032 Paola (Malta)

https://moodle.mcast.edu.mt/course/index.php?categoryid=30

ECDL Basic Course (Computer Essentials, Online Essentials, Introduction to Word Processing, Introduction to Excel Processing)
Jobsplus Online Training [6 Dec 2021 – 9 Mar 2022]

Address: RGC4+8H7, RGC4+8H7 Birżebbuġa (Malta)

https://jobsplus.gov.mt/courses

Advanced Diploma in IT in (Multimedia Software Development)
Institute Of Information & Communication Technologies [Aug 2016 – Jun 2018]

Address: Triq Kordin, PLA 9032 Paola (Malta)

https://moodle.mcast.edu.mt/course/index.php?categoryid=22

Diploma in IT in (Multimedia Software Development)
Institute Of Information & Communication Technologies [Aug 2015 – Jun 2016]

Address: Triq Kordin, PLA 9032 Paola (Malta)

https://moodle.mcast.edu.mt/course/index.php?categoryid=20

MCAST Foundation Certificate In Computing
Institute Of Information & Communication Technologies [Aug 2014 – Jun 2015]

Address: Triq Kordin, PLA 9032 Paola (Malta)

https://moodle.mcast.edu.mt/course/index.php?categoryid=19

Direttorat ghal Kwalita u Standards fl-edukazzjoni
Maria Regina College [2008 – 2014]

Address: Triq il-Biedja, Mosta (Malta)

https://edumalta.gov.mt/en/schools/state-schools/maria-regina-college-mosta-secondary-school-zokrija

WORK EXPERIENCE

MITA Student Placement Programme 2021
KNZ [8 Jul 2021 – 13 Sep 2021]

City: Floriana
Country: Malta

- **Main Work**
- WordPress Website Developer
- Website Design Streamline
- Integration Of KNZ Facebook With KNZ Website
- Registration/Log In Feature
- Google Analysist To Track Traffic Of People Visiting Site
- GIF Maker
- **Software Used**
- WordPress (Elementor)
- Adobe Photoshop
- Adobe Illustrator
- Adobe Premiere Pro

Student Worker
Ministry For Family & Social Solidarity IRU (International Relations Unit) [12 Jul 2020 – 10 Sep 2020]

City: Valletta
Country: Malta

- **Main Activities**
- Different Data Forms Filling Digital
- Updating Clients Database Information
- Files Organization Physical
- Letter Application Sent To Clients Physical
- Assisting Everyone In Need Due To Familiarity With All Work
- **Responsibilities**
- Correct Data Implementation Digitally and Physically
- Correct File Placements
- **Software Used**
- Microsoft Word
- SUBS (Software for database used by the government)

Clerical Duties
Ministry For Family & Social Solidarity IRU (International Relations Unit) [18 Aug 2019 – 12 Sep 2019]

City: Valletta
Country: Malta

- **Main Activities**
- Letter Applications Form For Specific Users (Digital)
- Email Application Sent To Users Needs (Digital)
- Different Data Forms Filling (Digital)
- Updating Clients Database Information

- Files Organization (Physical)
- Letter Application Sent To Clients (Physical)
- Assisting Everyone In Need Due To Familiarity With All Work
- **Responsibilities**
- Correct Data Implementation Digitally and Physically
- Correct File Placements
- **Software Used**
- Microsoft Word
- SUBS (Software for database used by the government)

Clerical Duties
Ministry For Family & Social Solidarity IRU (International Relations Unit) [14 Jul 2019 – 8 Aug 2019]

City: Valletta

Country: Malta

- **Main Activities**
- Letter Applications Form For Specific Users (Digital)
- Email Application Sent To Users Needs (Digital)
- Different Data Forms Filling (Digital)
- Updating Clients Database Information
- Files Organization (Physical)
- Letter Application Sent To Clients (Physical)
- Assisting Everyone In Need Due To Familiarity With All Work
- **Responsibilities**
- Correct Data Implementation Digitally and Physically
- Correct File Placements
- **Software Used**
- Microsoft Word
- SUBS (Software for database used by the government)

Food And Beverage Attendant
AX Hotel Operations PLC [31 Jan 2019 – 9 Jun 2019]

City: Qawra

- **Main Activities**
- Adjusting to a Different Restaurant (Waterfront Tal-Kaptan)
- Multitasking
- Time Management
- Taking Orders
- Cleaning Tables
- Clearing Plates
- Stock Refill
- Printing Bills / Giving Change / Card Machine
- Food Runner / Drinks Runner / Dessert Runner
- Garbage Runner
- Team Work
- **Responsibilities**
- Bills / Money
- Food Ingredients Due To Allergies

- Efficiency Under Stress

Waiter
Quayside Catering LTD [2 Jul 2017 – 6 Jan 2019]

City: Qawra
Country: Malta

  - **Main Activities**
  - Multitasking
  - Time Management
  - Taking Orders
  - Cleaning Tables
  - Clearing Plates
  - Stock Refill
  - Printing Bills / Giving Change / Card Machine
  - Food Runner / Drinks Runner / Dessert Runner
  - Garbage Runner
  - Team Work
  - **Responsibilities**
  - Bills / Money
  - Food Ingredients Due To Allergies

Clerk
Ministry For Family & Social Solidarity IRU (International Relations Unit) [15 Jul 2018 – 13 Sep 2018]

City: Valletta
Country: Malta

  - **Main Activities**
  - Letter Applications Form For Specific Users (Digital)
  - Email Application Sent To Users Needs (Digital)
  - Different Data Forms Filling (Digital)
  - Updating Clients Database Information
  - Files Organization (Physical)
  - Letter Application Sent To Clients (Physical)
  - Assisting Everyone In Need Due To Familiarity With All Work
  - **Responsibilities**
  - Correct Data Implementation Digitally and Physically
  - Correct File Placements
  - **Software Used**
  - Microsoft Word
  - SUBS (Software for database used by the government)

Student Worker
Ministry For Family & Social Solidarity (Registry Department) [16 Jul 2017 – 7 Sep 2017]

City: Valletta

  - File Organization (Physical)
  - Letter Organization (Physical)
  - Sick Leave Organization (Physical)

- Paper Sorting (Physical)

LANGUAGE SKILLS

Mother tongue(s): **Maltese** | **English**

Other language(s):

Italian

LISTENING A1 **READING** A1 **WRITING** A1

SPOKEN PRODUCTION A1

SPOKEN INTERACTION A1

DIGITAL SKILLS

Digital Skills - Test Results

Information and data literacy	**ADVANCED**	Level 5 / 6
Communication and collaboration	**ADVANCED**	Level 5 / 6
Digital content creation	**ADVANCED**	Level 5 / 6
Safety	**INTERMEDIATE**	Level 4 / 6
Problem solving	**INTERMEDIATE**	Level 4 / 6

Results from self-assessment *based on* The Digital Competence Framework 2.1

My Digital Skills

Outlook / Microsoft Office / Microsoft Excel / Social Media / Power Point / Facebook / Graphics tablet / Good listener and communicator / Team-working skills / Driving licence B / Krita Digital Painting / TwitchTV / Adobe Photoshop 2018 / Adobe (Adobe photoshop, Adobe Illustrator, Adobe XD, Adobe Premiere) / Google Drive / Maya 3D / Familiar with Unity Engine

DRIVING LICENCE

Driving Licence: B1

Driving Licence: B

VOLUNTEERING

MFA Volunteering

[Ta Qali, 24 Feb 2021 – 5 Mar 2021]

Work Done At The Volunteering

  - Newsletter Design

https://mcusercontent.com/292bcb69ac81fcaea1a0cfff2/files/
9a9e4108-35d1-4d3f-97d6-6ac44a770f4b/FSR_Newsletter_1_.pdf

- Laptop Cleanup, Updating, Virus Scan.
- Participate In a event https://www.youtube.com/watch?v=Hi5B_iUVCdo&list=PLQATzoFPNmwJ4wuDkJMD0Tu7AroF4dESx&index=15
- Badge Design
- Organization, Listing, Taking Account of stock goods.

HOBBIES AND INTERESTS

Drawing

Here is where I post all my drawings and designs

https://www.facebook.com/IanZart1