



Paulina Piątek

 Get in touch!

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Certifications

Medical Secretary

ISKK School Sp. z o.o. in Warsaw
Mar 2021

LCN Basic Training

**Completion Certificate |
Principles of operation,
selection of components and
conducting intelligent
electrical installations in
accordance with the LCN
standard**

PWSZ in Gniezno

Jan 2019

**ACERT Academic Certificate in
English for technical purposes
Level B2**

PWSZ in Gniezno

Feb 2017



Languages

Polish

Native or bilingual proficiency

English

Limited working proficiency



Hobby

Playing the ukulele | Travels

Work Experience

IT Manager

Hospital SPZOK in Mogilno | Jun 2020 – Present

Mogilno, Kujawsko-pomorskie, Poland

- Head of an IT department (in 1 hospital and 6 clinics),
- creating and editing web pages (PHP, HTML5, CSS, JavaScript, Bootstrap, WordPress, RWD),
- creating graphic designs (GIMP),
- training on the operation of computer systems and equipment (about 100 people),
- administration and training people in using medical programs,
- administration of server (Windows Server 2012 R2),
- administration and configuration of network and network devices,
- helpdesk for employees,
- repair and maintenance of computer hardware

IT Specialist

Hospital SPZOK in Mogilno | Sep 2019 – Jun 2020

Mogilno, Kujawsko-pomorskie, Poland

IT Specialist - Internship

Hospital SPZOK in Mogilno | Jul 2019 – Aug 2019

Mogilno, Kujawsko-pomorskie, Poland

Sales and customer service

OTCF Sp. S.A. (Shop 4F) | Oct 2016 – Jan 2019

Gniezno, Wielkopolskie, Poland

IT Specialist - Student internship

Infobemar Marcin Ganczarek Sp. z o.o. | May 2018 – Jun 2018

Gniezno, Wielkopolskie, Poland

IT Specialist - Student internship

District Authority Office in Mogilno | May 2017 – Jun 2017

Mogilno, Kujawsko-pomorskie, Poland

IT Specialist - Apprenticeship

City Hall in Mogilno | Jan 2013 – Feb 2013

Mogilno, Kujawsko-pomorskie, Poland



Education

Bachelor of Science (B.Sc.) | IT engineer | Computer Science

Państwowa Wyższa Szkoła Zawodowa im. Hipolita Cegielskiego
(College) in Gniezno

2015 – 2019

Member of the student government, Member of the Appeal Scholarship Committee, The class president



Skills

Critical thinking | Problem solving | Leadership skills
Communication skills | Self-improvement

HTML5 | CSS | JavaScript | Python | Bootstrap | MySQL | WordPress
GIMP | Local Area Network (LAN) | React

