



# VARDIS SARTZETAKIS



## CONTACT INFORMATION

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## CAREER SUMMARY

### Restaurant manager

JANUARY 2005 TO END OF 2020

- Business owner of cafeteria and restaurant
- Involved in the Hospitality and Service industry for more than 22 years

### Windows power user with network administration capabilities

Throughout my career, both as an employee, and business owner, I have provided technical support for computers, laptops, mobile phones, etc.

I have solved technical issues in my business which were related to social media advertising, web page management, SEO, and networking.

## PREVIOUS EDUCATION

- completed High School in Athens, Greece
- Associate Degree in Information Technology
- Certificate in MS Office 97
- Certificate in H.A.C.C.P. (food & beverage health)
- Certificate in Stock Market Portfolio management
- Certificate in Python Programming
- Certificate in Network Administration
- Pro Certificate IT Support by Google
- Experience with Jira project management software

## ADDITIONAL SKILLS

Languages: conversational in English, a basic understanding of French and Italian.

I currently hold an international drivers license and am currently in the process of obtaining my Canadian driver license

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## TIMELINE

- Attended IEK - Xini college in Athens and completed my diploma in Information Technology
- Served 15 months in the Greek military
- Worked as an assistant manager at Irioupoli Supermarket in Athens
- worked at Drive Hellas, where my duty was to assemble, sell, and finance computers.
- Worked as a server in several restaurants and eventually opened my own restaurant in Santorini for 15 years
- Unfortunately, my lease expired and I was forced to close my business. Because of COVID and the existing economic crisis in Greece I decided to move to Canada for a fresh start.
- As soon as I landed I started to work in Amazon's warehouse. I apply for "assembling robots" but I realize it was for general labor work.
- And then I jumped into the EDMS company as a System Operator, Developer.

## PERSONAL DETAILS

I am a charismatic leader- manager seeking a full-time position. My experience came through hard work in a different country. I am willing to work in a new and challenging environment where I can apply and improve my skills.

Having owned and operated several businesses, I have developed strong organizational and managerial skills, as well as strong problem-solving ability. I enjoy working in a group environment but am able to work independently as well.

I am eager and willing to start in an entry position.