

Personal information and contact

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Experience

01.2021 - present **ADP Poland – HR and payroll solution** **Bielsko - Biala**
ADP is a world leader in HR and payroll solutions for hundreds of its clients.
Position: **Specialist in supporting the integration of operational solutions**
Responsibilities: Designing, testing and implementing new applications and processes for the circulation and handling of HR and payroll documents.

04.2014 – 01.2021 **SADI Poland – Customs Agency** **Bielsko - Biala**
SADI Poland is a company that deals with customs clearance, tax registration, Intrastat statistic and excise declarations, domestic and international shipping, warehousing and distribution of goods for the FCA group. (now Stellantis group).
Position: **Expert in customs matters**
Responsibilities: : Implementation of the SAP GTS system in Poland, writing procedures and participating in improvement projects, generating Intrastat declarations for FCA group in EU, measuring of KPI quality indicators, preparing customs declarations, creating reports and answering queries, implementation of ISO, AEO, WCM standards in the company.

06 – 10.2011 **CampAmerica** **Starlight, USA**
CampAmerica is a work & travel cultural exchange program for students. It is one of the largest and oldest programs of this type.
Position: **Guardian**

2005 – 2012 **FAPI (electric installation company)** **Ustron**
FAPI is a company that deals with the assembly of electrical installations and monitoring systems. The work was performed during vacation periods and non-study time.
Position: **Installer**

Education

2010 – 2012 **University of Economics** **Cracow**
▪ Master's degree of International Trade
2006 – 2009 **University of Bielsko - Biala** **Bielsko – Biala**
▪ Bachelor degree of International Relationship
2003 – 2006 **Comprehensive Secondary School** **Cieszyn**
▪ Profile: Mathematics - Physics - IT

Languages, Skills & Hobbies

Languages:

- **Polish** – native language
- **English** – very good knowledge (B2)
- **German, Italian** – basic knowledge

Skills:

- **Microsoft Office Excel and Access**
- **SQL, Visual Basic**
- **SAP and other ERP systems**
- **JavaScript, HTML5, CSS3, ReactJS, Python**
- **Customs Agent License from 2017 year**
- **Driving license**
- **Hobby:** Snowboard, volleyball, basketball, travels, new technologies, 3D graphic and print, programming, IoT