

## Anna Piotrowska

07853 284282

222 Northumberland Road

SO14 0EN Southampton

*Open to remote, hybrid*

*on-site within 20 miles*

[piotrowska.anna.milena@gmail.com](mailto:piotrowska.anna.milena@gmail.com)

<https://uk.linkedin.com/in/anna-piotrowska-4588a49b>

<https://github.com/piotrowskaannamilena-blip>

### Personal Profile

Enthusiastic and adaptable professional with a degree in Computer Science and a strong foundation in IT systems, programming, and databases. Experienced in using multiple software platforms, troubleshooting technical issues, and managing data. Skilled in organisation, problem-solving, and learning new technologies quickly. Seeking an entry-level IT role to apply my technical knowledge and grow within the IT sector. Seeking further development of technical skills and contributing positively to a dynamic team without losing their sense of humor.

### Skills

#### Technical:

- Programming: Skills Bootcamp in Full Stack Web Development, **HTML and CSS, JavaScript, Python**, Delphi, Java programming, C#, PHP, **SQL**
- Databases: MySQL, SQLite, MS Access
- Tools Systems: **Git/GitHub**, VS Code, Microsoft Office Suite, Microsoft Dynamics
- Street Manager, Insight Symology, Aurora, Salesforce
- OS: Windows (XP–11), Linux Ubuntu
- Basic **Android** application development (Java, SQLite)

#### Interpersonal:

- **Collaborative** team player with effective communication skills
- **Detail-oriented and process-driven**
- Adaptable and quick to learn new systems
- Soft skills: **Communication Skills, Conflict Resolution**, Recognizing Your Value, Recognizing the Value of Your Team, Speaking Confidently, Managing Challenging Conversations, **Teamwork Skills**, Recognizing the Value of Your Team, *many other*
- Other: Anger Management, Flexible Working, Menopause Awareness, Understanding Invisible Disabilities, *many other*

Strong problem-solving and analytical skills  
Languages: Polish (native), English (Fluent)

<b>Experience</b>	<p><b>Streetworks Coordinator</b> <i>M Group Telecoms Ltd/Avonline Networks Services Limited</i>  <b>May 2021 – Aug 2025 due to Departmental Redundancy/ Woolston, Southampton</b></p> <ul style="list-style-type: none"> <li>• Oversaw group and individual mailboxes, ensuring timely and effective <b>communication</b> management.</li> <li>• Strong team player with a proven ability to <b>collaborate</b> effectively across internal departments and external stakeholders.</li> <li>• Managed permits and notices, ensuring <b>compliance</b> with NRSWA and TMA regulations.</li> <li>• Liaised with local authorities for road closures, parking suspensions, and traffic management.</li> <li>• Processed <b>purchase orders, invoices</b>, and safe dig checks, Zone Of Interest.</li> </ul> <p>Used systems including Street Manager, Insight, Aurora, Salesforce and Optiline.</p> <p><b>Works Control Administrator</b> <i>Avonline Networks Services Limited</i>  <b>Feb 2021 – May 2021 due to role change, promotion/ Eastleigh</b>  <i>Avonline Networks Services Limited</i>  Updated client systems to meet SLA requirements.  Validated project data and maintained stakeholder relationships.</p> <p><b>Senior Streetworks Administrator - Kier</b>  <b>Jul 2020 – Feb 2021 due to Departmental redundancy/ Southampton</b>  Looked after the team and learnt leadership skills.  Produced compliance reports and escalated non-conformances.</p> <p><b>Streetworks Administrator</b> <i>Kier/McNicolas</i>  <b>Oct 2017 – Jul 2020 due to role change, promotion / Southampton</b>  Managed inbound/outbound communications and permit submissions.  Investigated and resolved notice rejections with local authorities.</p> <p><b>Document Clerk</b> <i>Box-It</i>  <b>May 2016 – Oct 2017 / Winchester</b>  Detail orientated processed and validated client documents for accuracy and compliance. Hold and lead meetings with client to improve and smooth processes.</p> <p><b>Housekeeping / House porter Roles</b>  <b>2014 – 2016   Premier Inn Southampton &amp; Isle of Eriska Hotel, Scotland</b></p>
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<b>Education, Key Achievements and Other Experience</b>	<p><b>Marshalling</b> positions in various Downhill Bike Races at B1KEpark in Tidworth, Wind Hill, Rogate between 2015-2018</p> <p>Additional Training: <b>Alison – JavaScript</b> – currently undertaking</p> <p><b>Self-learning, bootcamp: HTML5, CSS3, JavaScript basics, SQL queries 2024-25</b></p> <p>Safe Digging Certificate – Passed September 2024</p> <p>Kier Stars Nominee 2018 - Multiple “Star of the Month” awards (2016–2017) - Employee of the Month – Premier Inn (2015)</p> <p><b>Education:</b></p> <p><b>Skills Bootcamp in Full Stack Web Developer</b></p> <p><b>BEng, Computer Science</b> <i>Lublin University of Technology</i> – Lublin, Poland – <b>Engineer</b> – (2009–2014)</p> <p><b>Mathematics &amp; Computer Science Specialisation Class</b> High School – <i>Maria Skłodowska-Curie Technical School</i> – Pulawy, Poland – (2006–2009)</p>
<b>Communication</b>	<p>Planned, strategized, and championed delivering major projects across the UK, for cabling and excavation works covering routes from Trowbridge to London on Highways Maintained Roads and Local Authorities, involving 20 people and 3 different subcontractors in two areas, achieved great communication and smooth permitting process with higher Traffic Management required and collaborated between all parties. Exceeded feedback from all parties and project management. Achieved 100% delivery, trained and supported their colleagues and improved processes.</p>
<b>Interests</b>	<p>Enjoys crocheting, knitting and crafting- new learner from August 2025, sketching, painting, live events (radio control races and any various accessible venues as well as on the fresh air) and live drawing at concerts and gigs—example Music in the City while enjoying listening to music, takes part in the paintings groups, crafts, Knitting group Meetings and attends Hampshire Open Studio. Likes to naturally write poems, self-published their own poems in their native language- chapbook 2024.</p>
<b>References</b>	<p>Available upon request</p>