

Artuom A. Sizov

Personal information

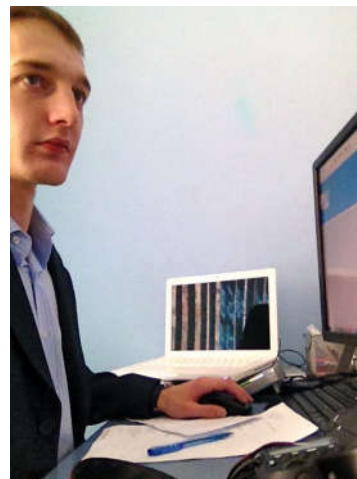
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Accommodation country: Russia

City of residence: St. Petersburg

Date of birth: on April 25, 1986 (30 years)



Objective

To get the position consultant, which will allow me to use my knowledge and help my to work with international projects.

Employment type: Full time

Education

2014 Training Center Softbalance

Educational program: Administrator 1C Bitrix24

2013 Saint-Petersburg State Polytechnical University

Educational program: TERP 10 SAP ERP – integration of the Business Processes

2009-2012 The Bonch-Bruevich Saint-Petersburg State University of Telecommunications

Post graduate course in communication and media

Speciality: Radio engineering, including systems and TV devices

2003-2008 The Bonch-Bruevich Saint-Petersburg State University of Telecommunications

Higher education, level: expert

Faculty: radio communications, television and multimedia technologies

Specialty: engineer of audio-visual equipment

Experience

The general experience in IT: 11 years

From December 2014 up to present (2 years 2 months)

Position: Administrator of corporate portal/Project manager (group of information projects) (full-time)

Organization name: Marvel Distribution (one of the largest broad-line IT-distributors in Russia and CIS)

Functions and achievements:

Administration Bitrix24 (Intranet), Interaction with directors on the introduction of information technology, technical user support, development of additional services (collection and formalization of requirements for new functionality, setting technical specifications, reengineering, automation, implementation and business process), data analytics, create documents and content, the organization of interaction of employees of related entities (internal communications development). Involved in the implementation and support of information systems with a large number of users.

Optimized the company's business processes, automated and implemented new services.

From April 2013 to October (1 years 5 months)

Position: Specialist Quality Management System/Specialist in business process automation (full-time)

Organization name: R-Line (customs broker), logistics

Functions and achievements:

Implementation customer relationship management (CRM) in the commercial department. Automation of business processes. Implementation of a corporate portal 1C Bitrix. Analysis and data loading (database of potential and existing customers). Creating a work plans. Participation in the description of business processes. Creating documentation.

From January 2011 to February 2013 (2 years 1 months)

Position: Manager project SAP/specialist SAP (full-time)

Organization name: OJSC Power Machines (Leningrad Metal Plant in St. Petersburg)

Functions and achievements:

SAP project implementation at the plant, which produces power equipment. Finding solutions for the optimization of business processes, data loading into the control system and enterprise resource planning. Working with the SAP ERP Central Component 6.0 ehp5 . The creation of changes in production orders. Management of group.

From January 2012 to September 2013 (1 year 8 months).

Position: Director and performer of Internet projects

Organization name: freelance (self-employment-creation of websites), St. Petersburg

Portfolio: <http://sizov.pro>

Functions and achievements:

More than 10 created Internet projects (all range of works). Support and development of Internet projects.

From January 2010 to June 2013 (2 years 5 months)

Position: Engineer / System Administrator (full-time)

Organization name: Digital typography and publishing house of the Polytechnic University, St. Petersburg

Functions and achievements:

System administration of personal computers (over 50 PC). Managing a remote system administration branch of digital typography. Purchase of computer components. Configuring Kerio winroute firewall. The creation and development of information resources publishers. Promotion of Internet projects.

From February 2005 to February 2010 (5 years)

Position: chief engineer (full-time)

Organization name: Center for Innovative Technology of Bonch-Bruевич Saint-Petersburg State University of Telecommunications

Functions and achievements:

The introduction of new technologies in the educational process, IT outsourcing. Network Design IP-TV in the building as part project of a new academic building of the University. Selecting multimedia and network equipment to ensure the

educational process. Creation of technical specifications for the group of companies "LANIT". Designing multimedia systems. Composing technical documentation for the multimedia complexes. Maintenance of computers, office equipment and LAN. Video editing, site administration and organization of the educational process.

The introduction of 18 multimedia classrooms in the educational process of the university: organization and management department (10 people) to set up and maintain the equipment. Conduct training for teachers. Creating the hardware documentation multimedia systems. The author of a manual for the training of teachers.

Basic knowledge

Audiovisual and multimedia equipment, IPTV, reengineering and automation of business processes, development of technical documentation. Understanding the principles of ERP, CRM, CMS; ECM, process and project approaches (PMBOK), ITIL, internal communications, processes of implementation and support of information systems.

Foreign languages and computer skills

Native Russian

English: Pre-Intermediate (Technical)

Computer skills and knowledge: Microsoft Office, creation of web sites (all range of works; portfolio from more than 10 working Internet projects), SAP R/3 (module MM, knowledge of production orders and loading of data in the SAP), MS project, post programs, ftp-clients, Kaspersky admin kit, Mini Remote Control Server, Visio, Adobe Premiere, knowledge of the Macintosh and Windows operating systems. Skills to work remotely, mobiles technologies.

Extracurricular activities

driving license: category B;

willingness to travel;

responsibility;

skill to communicate;

adventency;

desire to develop and readiness for professional development;

knowledge of modern technologies.