Resume of

Jan Pola

EDUCATION

Highest Education: 1999 Master of Science in Industrial Engineering and Management, double majors: computing and logistics

1997-98 School of Information Systems, University of East Anglia, Norwich, UK

1997 Technische Univarsitat Darmstadt, Germany

EMPLOYMENT HISTORY

Employer   :   ABB
Title   :   Lotus Notes Developer

I started my career as an executive trainee at ABB. During those 18 months, I worked at four different ABB companies and finally for six months at an ABB office in Sydney, Australia. (See details below.) When I get back home to Sweden I will continue working as a Lotus Notes developer at ABB Business Systems.

PROJECT/CONSULTANCY SERVICES EXPERIENCE

Position 1: Lotus Notes developer, ABB Business Systems

Period: April – October 2000
Position/Roles: Lotus Notes consultant
Nature of projects: Internal ABB

CV Depot (web-enabled)

An intranet solution to allow for employees within ABB to post their CV. Since the personal part of the CV should be kept secret, the information is saved to two different documents. Then there is an approval process for a manager to get in contact with the employee (the employee has to agree to that a certain manager should access their personal information).

SCOT XML Export (Lotus Notes client)

The SCOT (Supply Chain Optimisation Technology) is a solution for electronic bid, proposal and ordering within ABB's Automation segment. In this application I created a XML export tool. The user can build up a XML DTD and the application I created exports data according to that specification.

Position 2: Lotus Notes Developer, Notes Service Centre, ABB Australia, Sydney

Period: October 2000 – April 2001
Position/Roles: Lotus Notes developer
Nature of projects: Mostly for internal ABB use.

Time Entry Database (Lotus Notes client)

Time entry, approval and reporting for approximately 100 users.

Training database (Lotus Notes client)

Used for keeping track of the training ABB gives to its employees within Australia. Here the employee can nominate him/herself to a programme. The programme responsible can easily see how many and who are nominated to a particular programme. Confirmations, additional information can also be sent out to the participants in one course. The costs involved in holding a course can be evenly distributed to all the attendees.

Immigration database (Lotus Notes client)

Keeps track of the visa applications for people going into Australia as well as Australian ABB employees going on assignments abroad. The database also keeps track of the total number of visas issued since this is limited. Notifications are sent to the specified manager and the visa responsible when times is running out on a visa.

Expense System (Lotus Notes client)

Monthly an expense file from American Express is imported into the application. The employee is notified that he/she should allocate these costs to the proper cost centre or job and submit them for approval. The system links into two business systems (Pronto and Jobpac) firstly to check that the user enters a valid cost centre or job number and finally to export the payment instructions.

Marketing Communications database (Lotus Notes client)

Keeps track of the competitors monthly advertisements, the monthly marketing meeting minutes, upcoming exhibitions and marketing material that can be ordered from the marketing communications department. Some of the information is not for everyones eyes and the security mechanisms are set up to reflect this.

MyConnection (web-enabled)

When an Australian family wants to have a new phone connection into their house they can either call a call centre or go to the myconnection.au.com web site. They are first asked to enter their postcode so that the system can check that ABB provide service in their area. If so they are asked to fill out a form which is stored in the database. The purpose of this is to give an alternative entry point for families when they feel that the queue to the call centre is a little bit too long (the web site's address is mentioned in the waiting message).

SKILLS

Programming	:	Lotusscript, Javascript, HTML, XML, SQL, (Java, C++)
Languages	:	Swedish, English, German, Czech

PAPERS AND CERTIFICATIONS

Certified Lotus Professional (CLP), February 2001
Certified Lotus Specialist (CLS), February 2001
"XML@ABB – a Study of XML and Ecommerce at ABB Business Systems". Masters thesis, October 1999

OTHER ACHIEVEMENTS

1994 10 months national service, KA1, Stockholm
1997/98

TRAINING AND COURSES ATTENDED

Application Development (Lotus Notes), 2000
Security and Workflow (Lotus Notes), 2000

Personal development (part of ABB trainee programme), 1999-2000
English presentation (part of ABB trainee programme), 2000
Project management (part of ABB trainee programme), 2000
Cambridge certificate B level, grade A

REFEREES

Will be supplied on request.