


PERSONAL INFORMATION

**Jan Kowalski**

 Zamkowa 133, 92-175 Łódź (Poland)

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Sex Male | Date of birth 01/01/2000 | Nationality Polish

JOB APPLIED FOR

**Mechanical engineering technician**

WORK EXPERIENCE

01/09/2013–Present

**Internship at Krotowski-Cichy car service**

Krotowski-Cichy, Łódź (Poland)

- controlling and maintaining the vehicles and their parts
- service of basic equipment in the car services
- controlling and maintenance of the cars
- filling and changing the vehicle liquids
- installation and reinstallation of the car systems and parts
- diagnosing the faulty elements in cars

26/06/2017–07/07/2017

**Internship at car service**

Auto Devesinha - Reparação de Automóveis, Lda, Barcelos (Portugal)

- controlling and maintaining the vehicles and their parts
- service of basic equipment in the car services
- controlling and maintenance of the cars
- filling and changing the vehicle liquids

EDUCATION AND TRAINING

01/09/2015–Present

Technical Secondary School

Automotive and Mechatronics Schools in Lodz, Łódź (Poland)

01/09/2012–30/06/2015

Middle Secondary School nr 2, Łódź (Poland)

PERSONAL SKILLS

Mother tongue(s)

Polish

Foreign language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	B1	B1	B1	B1	A2
German	A1	A1	A2	A2	A1
Portuguese	A1	A1	A1	A1	A1

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user  
Common European Framework of Reference for Languages

**Communication skills** - good communication skills based on internships in car services and abroad (Portugal)

**Organisational / managerial skills** - good team-leading skills gained as internship worker in car services

**Job-related skills** - getting familiar with new technologies In the portuguese car market  
 - getting familiar with the tools and equipment used in car services

**Digital skills**

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Independent user	Independent user	Basic user	Independent user	Basic user

Digital skills - Self-assessment grid

- good command of office suite  
 - good command of photo edit software gained as amateur photographer