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# Candidate File

## Mathieu Guastella

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### Candidate File

- Edition 3.3 reviewed April 2004
- 7 pages, this one included.
- Last version available on line in several languages :  
<http://www.mat.be/cv>

### Curriculum Vitæ

- Edition 5.3 reviewed April 2004

### Formation of Administrator and PC & Network Technician

- Annexed to the Curriculum Vitæ
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Objective : An IT consultant, experienced, dynamic and capable of helping in your office for a few hours a week ?  
Yes, it's possible !

Dear,

Your company is expanding and wants to enlarge its activities in the computing sector. My professional aim is to offer my future clients a complete service which fulfils their expectations.

My assets are my wish to know as much as possible concerning new technologies plus my professional experience which gave me the knowledge needed to develop and maintain any computer network as well as understanding the internal dynamics of a firm. I had an unlimited contract for two years as an **IT Manager** in a group of four societies in the advertising and media branch and I am working now as an **IT Consultant** specialized in the development and maintenance of computer networks. My **Curriculum Vitae** will show you that those are not my only assets. I am able to advise my clients in more ways than one.

As I introduce in the objective, my hours are flexible. I can be at your disposal for a few hours a month as well as a few days a week...depending on your needs.

My application is spontaneous because it is my ambition to qualify and succeed in my professional activity.

A letter cannot reveal the whole competence of a person and that's why I would like to meet you, so that I can motivate my reasons. If I don't hear from you in a week's time, I'll take the liberty of calling you.

Respectfully yours.



Mathieu Guastella

# Curriculum Vitæ

Edition 5.3 reviewed April 2004

The layout is spread over a few pages this CV is brief and objective.

## I. Presentation

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<a href="#">Mathieu Guastella</a>	<u>Mobile</u>	+32 495 10 10 11
Belgian, single, ~23 years old	<u>Fax</u>	+32 495 56 26 26
Born on the 24 <sup>th</sup> of March 1981 at Schaerbeek.	<u>Mail</u>	<a href="mailto:mat@mat.be">mat@mat.be</a>
Van Kalck Street 62 B-1080 Brussels	<u>Web Site</u>	<a href="http://www.mat.be">www.mat.be</a>

## II. Formation

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<u>Year</u>	<u>Attainment</u>	<u>Event / Organisation</u>
2003	<a href="#">Conversation English</a>	<a href="#">CLL – Centre de Langues</a>
	<a href="#">Microsoft .NET Convention</a>	<a href="#">Mobility &amp; Servers .NET/2003</a>
2002	<a href="#">Driving Licence Cat. B</a>	<a href="#">Driving School Simonis / GOCA</a>
2000	<a href="#">Microsoft Certified Systems Engineer</a>	<a href="#">New Horizons</a>
	MCSE Microsoft Official Curriculum 1560 – Update Skills from Windows NT 4 to Windows 2000	
	<a href="#">Microsoft Access 2000</a>	<a href="#">Cefora</a>
1999	<a href="#">Administrator &amp; PC &amp; Network Technician</a>	<a href="#">Cefora</a>
	See § VII. Annexe	
	<a href="#">Brainstorming &amp; Memory Optimization</a>	<a href="#">Amplitude</a>
1998	<a href="#">Graduate Computer Coding Languages</a>	<a href="#">Institut Supérieur de Formation Continue d’Etterbeek</a>
	<a href="#">English UF-2</a>	<a href="#">Institut Supérieur de Formation Continue d’Etterbeek</a>
1997	<a href="#">Graduate Management &amp; Bookkeeping</a>	<a href="#">Institut Saint-Adrien</a>
1995	<a href="#">Economics &amp; Latin</a>	<a href="#">Institut Saint-Louis</a>
1994	<a href="#">Economics &amp; Latin</a>	<a href="#">Collège La Berlière</a>
1993	<a href="#">Comprehensive School</a>	<a href="#">Regional School #16 – Molenbeek-Saint-Jean</a>

### III. Experience

<u>Year</u>	<u>Company</u>	<u>Sector of activities</u>
2003	MGD Group	IT Consulting
2002	<u>Title</u> Managing Director / <b>ICT Consultant</b> <u>Activities</u> Adviser in enterprises, outsourcing, ... ( <a href="http://www.mgdgroup.com">www.mgdgroup.com</a> )	
2001	Field Resource sa Alizé Média sa Media Enterprises Group sa Publiroll sa	Advertising Field Services
2000		Advertising Agency Satellite streaming in hypermarkets Advertising Agency
	<u>Title</u> <b>IT Manager</b> <u>Activities</u> Installation of servers & domain, administration, help desk, webmaster, ...	
1999	Vacances Vivantes asbl <u>Activities</u> Teaching the use of Windows, QuickBasic and HTML languages.	Vacation Stay
	Mauser Office sa <u>Title</u> Direction Assistant <u>Activities</u> Writing and sending commercial mail; improving technologies.	Office Furniture
1998	Vacances Vivantes asbl <u>Activities</u> Teaching the use of Windows, Office and Visual Basic language.	Vacation Stay
	Actel Direct sa <u>Title</u> Senior Project Leader Assistant <u>Activities</u> Installing new network components and maintenance.	Car Insurance
	Vacances Vivantes asbl <u>Activities</u> Animator.	Vacation Stay
	Kid's Computer Club asbl <u>Activities</u> Teaching the basic use of Windows and internet.	Workshops
	Vacances Vivantes asbl <u>Activities</u> Teaching the use of de Word, Excel, PowerPoint, Access and FrontPage.	Vacation Stay
1997	Actel Direct sa <u>Title</u> Senior Project Leader Assistant <u>Activities</u> Installing new network components and maintenance.	Car Insurance

## IV. Aptitude – *acquired mostly autodidactly*

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### Network

- **Installation and migration of domains and networks**  
Novell NetWare, Windows 9X/SE/ME/NT/2000/XP Advanced Server, Active Directory
- **Inter-networks connections**  
Macintosh, Linux, Solaris, Sparc, AS/400, BeOS, QNX
- **Active Directory, Forests**
- **DNS & DHCP servers' configuration**
- **Automatiques deployment**  
SysPrep, MSI, MST
- **Protocols configuration**  
TCP, IP, IPX, SPX, NetBios, IR
- **Implementing mail systems (SMTP), Fax, X.400, Chat (IM), SMS; and appropriate connectors**  
Exchange 2000 Enterprise/Conferencing Server, MSN Messenger Server, FaxMaker, ...
- **Inter-devices communication**  
GSM, Palm, PocketPC, Handheld PC
- **Scripts running, roaming profiles, off-line synchronisation**
- **Data transmission technology**  
Analogic, numeric, IDSN/RNIS, ADSL, SDSL, television cable, leased line
- **Remote assistance**  
pcAnywhere, Remote Access

### Security

- **Firewall, router, VPN, IPSec and others gateways**  
Cisco, Alcatel
- **Anti-virus, mail filter**
- **NTFS, sharing, rights & permissions, crypting, PGP**
- **Backup, data safety**
- **Group Policies**

### Graphics

- **Slideshow**  
PowerPoint, Scala Computer Television, DemoShield
- **Complex edition layout**  
InDesign
- **Logos designing**  
Illustrator
- **Images-editing, optical effects**  
Photoshop, Bryce, Painter
- **3 dimensions creations**  
Carrara, 3D Studio MAX, RayDream 3D

### Web

- **Web sites design, Encoding HTML, JavaScript**  
Dreamweaver Ultradev
- **Implementing ASP, Header, Jet, SQL and ODBC**
- **FTP maintenance installation, BBS**
- **Visual and sound dynamization**  
Flash, ImageReady, FruityLoops

## Coding / Programmation

- Visual Basic, Delphi, Turbo Pascal, GW-Basic and Assembler languages  
Visual Studio
- Coding of installation programs  
InstallShield, Wise Installer, Microsoft Installer

## Telephony

- Programmation & maintenance of telephone exchanges  
Siemens HiCOM, Alcatel VMS, Belgacom Forum

## V. Expression

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<u>Language</u>		<u>Understanding</u>	<u>Writing</u>	<u>Diction, pronunciation</u>
French	Native language	Perfect	Perfect	Perfect
English	Professional language	Perfect	Good	Good
Dutch	School notions	Fair	Fair	Fair
Italian	Parent language	Good	–	–

## VI. Free Time

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Theatre, music, ski, ice-skating, swimming, ...

## VII. Annexe

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- Program « Formation of Administrator and PC & Network Technician » of Cefora

# Formation of Administrator and PC & Network Technician



Wavre, Belgium – from the 25<sup>th</sup> of October 1999 to the 12<sup>th</sup> of May 2000  
Formation Center of the Equal National Auxiliary Commission for Employees

## General Basic Formation

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<u>Subjects</u>	<u>Number of days</u>
Computing initiation – DOS	5 days
Windows 3.11, 95, 98 & NT	10 days
Internet	2 days
Hardware techniques, electricity & electronic	10 days
Network basis	7 days
Office	5 days
Communication techniques	4,5 days
Technical English	5 days

## Subjects specifically for Administrators

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<u>Subjects</u>	<u>Number of days</u>
Network conception	7 days
Network softwares	25 days
Linux	8 days
Hardware techniques	3 days
Instructors' Formation	2 days
Help desk	1 day
Job seeking	10 days

## Subjects specifically for Technicians

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<u>Subjects</u>	<u>Number of days</u>
Network conception	3 days
Hardware techniques	16 days
Network softwares	16 days
Linux	8 days
Customers' relations	3 days
Job seeking	10 days

## Training in companies

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4 weeks – from the 17<sup>th</sup> of April to the 11<sup>th</sup> of May 2000