Curriculum Vitae



Personal information First name(s) / Surname(s) **Stavros Papadakis** Old Phaliro / Athens / Attica / Greece Address(es) Telephone(s) Mobile: Fax(es) papadakiss@freemail.gr / papadakiss2@ath.forthnet.gr E-mail Nationality Greek Date of birth 16/9/1967 Gender Male Desired employment / **Occupational field** Work experience Dates 11/3/2011 - 4/8/2011 Occupation or position held IT Manager (Network Manager, System Administrator) Main activities and responsibilities Name and address of employer Tree Company CO S.A. Greece Type of business or sector Optical and electronic instruments distributor. Dates 17/10/2006 - 30/11/2010 Occupation or position held IT Manager (Network Manager, System Administrator) Main activities and responsibilities

As a member or Officer in the IT Department Corporate network Servers (2000, 2003) and clients (XP, Vista, 7) support. I created a VPN connection (through Vigor Routers) between 3 points. I upgraded the network security (group policy configuration, enabled DHCP, DNS, WINS), I proceeded in IT Dep. reorganization (new backup procedures, repaired fault Servers and central UPS, antivirus Server installation & configuration. Data Centre cabling) and I organized the two branches in Athens. I proceeded to computer equipment and licenses Inventory (matched purchased invoices) and created 2 applets (in Visual Studio Express. 2010 with Access DB) for company's technical / support department. I redesigned the corporate network. On 1/2/2009 I took the ERP, CRM applications and and foreign suppliers applications support. I also supported (software / hardware) the 8 branches and 2 retail buildings (wholesale). I designed and maintained a VPN MPLS network (cooperation with Hellenic Telecommunications Organization which was the provider) to connect the above ends with Headquarters. I also created an independent site - site vpn connection between the main store and central. I designed the whole structure of the network from scratch (new DC with activation of DNS, DHCP and additional DC with Exchange Server 2003) and migrated all users into the new Domain. I enabled / configured Group policy, installed / configured proxy server for internet filtering, installied ESET antivirus (with central management) in every Server and client. I installed new ERP Servers (Oracle 10, Citrix Essentials) in collaboration with the software house. I created automated daily and monthly backup. I managed all telephony accounts (mobile too) to lower the costs. I created and organized printers supplies in stock to succeed lower price. I trained users to applications used by the company and had the maintenance of the existing computer equipment. Finally, I dealt with structured wiring in Headquarters and branches. Name and address of employer E. Pagoni SA Greece Type of business or sector Footwear apparel Company

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Name and address of employer Type of business or sector

AVONDATE NAVIGATION Greece

Shipping Company

Dates Occupation or position held Main activities and responsibilities Name and address of employer Type of business or sector

1988 - 1989 Seller Technician PCs, hardware and consumables sales. PCs assembling and installation to customer's office. **MICROLAND** Greece PC Sales

Education and training

Dates Title of qualification awarded

1988 I haven't completed my studies Statistics & Insurance

First Certificate of Cambridge

University of Piraeus

Principal subjects/occupational skills covered Name and type of organisation providing education and training

> Dates 1985

Title of qualification awarded Graduation 1st High School of Paleo Phaliro

Name and type of organisation providing education and training

> 1991 Dates

Title of qualification awarded Name and type of organisation providing education and training

> Dates 1999

British Council

SA1 System Administrator I (Lotus Seminar). SA2 System Administrator II (Lotus Seminar). Lotus Notes Mail (Lotus Seminar).

Name and type of organisation providing education and training

Title of qualification awarded

Dates 2000

OMS

2007

ICTC

Title of qualification awarded Microsoft Excel 97 Introduction and Concepts.

Byte Lotus Authorized Education Centre

Name and type of organisation providing education and training

> Dates Title of qualification awarded

Introduction to Cisco Networking Technologies Part1.

Introduction to Cisco Networking Technologies Part2.

Name and type of organisation providing education and training

Personal skills and competences

Network Administrator / IT Manager with extensive experience designing, supporting, administering Microsoft Server / Client Networks (Microsoft Server NT/2000/2003/2008, Exchange Server 2003/2007, ISA 2000). Proficient in an assortment of technologies, including Oracle 9i/10g, SQL 2000, Cisco, Draytek VPN Networks (site 2 site, Cisco VPN Server / client), VMWare ESXi 4.1/ 5.0 (vsphere client administration), sites design.

Experience in computer sales and computer parts. Group training on Microsoft Products. Designing and installing of wiring networks, Racks installation.

Mother tongue(s) Greek

Other language(s) Sel

Self-assessment		Unde	rstandi	standing		Speaking				Writing		
European level (*)	Listening		Reading		Spoken interaction		Spoken production					
Language	C1	English	B2	English	B2	English	B2	English	B2	English		
Language	A2	French			A1	French	A1	French				
Social skills and competences	I consider myself as someone who pays attention to teamwork. From my experience (OMIROS Education) and my position requirements (IT Manager, System Administrator), I believe that I'm able to develop a good communication with users, I can transmit my knowledge in an understandable way and I'm capable to take decisions depending on the nature of the problem.											
Organisational skills and competences		o records of a ame way IT D					ork in el	ectronic form.	l also	organise by		
Driving licence	l owr	a car and bil	ke diplor	na								

Additional information | I have fulfilled my military obligations (September 1992 - July 1994).