

Martin MINICH

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Curriculum Vitæ

Professional and NGO Experience

- Sales Ledger Administrator, Accounts Dept., *VDC Group Ltd.*, London (January 2008–April 2015)
 - identifying and correcting inconsistencies in the documentation received; raising invoices; sorting Customers' queries
 - writing specifications and testing new features of our bespoke database system
 - producing extensive reports as to Clients' specifications, writing Visual Basic macros and SQL queries
 - **Achievements**
 - * producing a BoM Style Report for our biggest client matching the pack specs from an Inventory Pack Spreadsheets to templates using regular expressions
 - * producing the outstanding d-notes report with the percentage of completed jobs within a vdc-ref and within a Customer PO Number (if split between several vdc-refs), latest delivery date calculated by SQL queries, and similar custom reports
 - * writing a set of Visual Basic macros to manage lists of pricing discrepancies being sent to client and filtering the invoice runs against those to keep the list of invoices needed to be held for one of our big clients
 - * implementing the cumulative rounding algorithm in Visual Basic to make invoice totals match in different applications
- Temporary Worker with *Orange Juice Recruitment Ltd.* for *VDC Group Ltd.*, London (2006–2007)
- volunteer for the Universal Esperanto Association (www.uea.org) Headquarters, Rotterdam, the Netherlands: member support, routine office work (December 2004–September 2006)
 - **Achievements:**
 - * improved the \LaTeX script generating Membership Cards to display characters of the Lithuanian alphabet properly
 - * fixed an error in the logical formula used to generate a distribution list from the address database which prevented a subscriber from receiving her magazine
 - * wrote an `awk` script to filter out congress participants with incorrect category of membership

- Technical Editor of *Esperantisto Slovaka* (ISSN 13355031), L^AT_EX page layout programme (2000–2001)
- mathematics teacher at Elementary School, Tajovského 1, SK–903 01 Senec, Slovakia (2001–2002)
- programmer for Infotrans, Ltd., Bratislava in an Error-Correcting Codes project (coding-decoding module in C++) (1998–1999)

University and Informal Education

- *Faculty of Mathematics, Physics and Informatics*, Comenius University in Bratislava: *Mathematics* (branches *Mathematical Structures* and *Informatics*) (quit 4th year) (1995–2000)
- *Philosophical Faculty*, Comenius University: *Japanese Language And Intercultural Communication* (quit 2nd year) (1999–2001)
- JavaScript & jQuery Training Course, Training Dragon Ltd., London (Feb 2015)
- Well-Typed’s Fast Track to Haskell training course, Skills Matter, London (March 2015)
- Oracle Java OCP Certification, Training Square, London (training course to be completed in May 2015)

Secondary Education

- *Gymnázium* (Grammar School), Grösslingová 11, SK–811 09 Bratislava, mathematical class (1991–1995)
- leaving examination (A-level Equiv.) thereof: Mathematics, Informatics, Slovak Language and Literature, English (passed with honours, May 1995)
- *Secondary School Student’s Scientifical Activity*: the 2nd prize state-wide in the *Mathematics* branch (1995)

Language Skills

- Slovak (mother tongue; proofreading), Czech (C2)
- English: General (2003) and Special (Translation Branch, 2004) State Examinations in the Slovak Republic
- Esperanto: ITK Origó International Examinations, C1 level (2009)
- Russian, Polish, German: conversational (B1); specialised texts on Mathematics and Linguistics

Computer Skills Visual Basic (Excel), C++, bash (Linux), L^AT_EX, SQL, HTML, JavaScript, php (basics)

London, 28/04/2015

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