

Report - your work experience

Beantworte die Fragen hier!

My name *

Karol Cyganik

1. Workplace name? Basic information about the enterprise/work place? What is made/produced /services there? How many people were working there? *

Albert Biurotechnik; Small work place (one small reception and one room with 3 places to work); This company configures servers in schools, hospitals,... , makes school IT classes and fix printers; 5 people: boss, receptionist and 3 employees

2. What was your first impression about the work place? How were you welcomed? How was the atmosphere/work climate during your work experience? How did they introduce you the work place/premises? Were the workers busy? Was the atmosphere busy? *

They were positive and easy-going

3. Which qualifications did the workers need for their work? What kind of education was required to work there? *

One worker was only after high school, second was IT & ICT Biurotechnik

4. Were there rules about clothing? Was there busines confidentiality? *

No

5. Did the workers get fringe benefits like a company phone/free calls, lunch, a work canteen, a gym? *

They have Coffee machine, small fridge, toilet and supermarket in neighborhood

6. What were your tasks at work? What did you do exactly? *

I was helping with configuring server in school and preparing IT class

7. How well did the staff members work with each other? *

Very well, they were chilled, we were talking and joking a lot

8. Which IT-skills did an employee need for working in this enterprise/profession? *

Every IT skills, it was IT company

9. Did the enterprise have an international customer base? If so, how could this be seen at the work place? *

Yes they had, but i couldn't see it during my experience

10. Were the staff multilingual? Did the staff need any foreign languages at this enterprise? *

Yes, they speak English

11. Did you think that this industry is prospering? *

Yes, they are going to have more clients

12. What did you learn during your work experience? *

Work in group, how to configurate server and IT equipment and how to use public transport in Frankfurt

13. Did you learn anything new about yourself during your work experience? *

Yes, I learned few German words and I made sure that I can communicate in English and a little German

Make a small video!The advice for making the video: My work experience at..... have you in the paper you have got from your teacher. A *

I sent it to Mrs Goraczniak

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