



# Przemyslaw Sakrajda

archaeologist, MA, MEAA

E: przemyslaw@gmx.co.uk

T: +44-7950-565705

W: www.archae.eu



## PROFESSIONAL QUALIFICATIONS

### **Magister (Masters) degree, Archaeology**

Adam Mickiewicz University in Poznań, Institute of Prehistory, Poland.

1999-2004

Masters thesis: "The interpretations of human-like figures featured on rock carvings from Bohuslän, Dalsland, and Østfold" supervised by Professor dr hab. Danuta Minta — Tworzowska.

### **Computer Aided Draughting & Design, City & Guilds: AutoCAD 2D Level 3 Award**

FÁS — National Training Authority, Loughlinstown, Dún Laoghaire, Ireland

2009

### **Member of European Association of Archaeologists**

since 2004

## EXPERIENCE

### **Temporary Administrator**

**Churchill Contract Services**, Harpenden, Hertfordshire

November 2009 — present

Administrative duties including filing and cataloguing, issuing ID badges, preparing data and statistics for presentations, and general office duties.

### **Temporary Polish Speaking Data Clerk**

**Mack Brooks Exhibitions Ltd**, St Albans, Hertfordshire

September 2009 — October 2009 (temporary contract)

Coordinating exhibitors and attendees for an international fair in Poland; translations.

### **Archaeologist**

**Ægis Archaeology Ltd**, **Archaeological Development Services Ltd**, **Irish Archaeological Services Ltd**,

**Valerie J. Keeley Ltd**, Ireland

June 2005 — May 2007, July 2008 — August 2009 (temporary contracts)

Maintaining documentation, drawing plans, photography, filing and cataloguing, updating databases, investigating archaeological features, training non-archaeological personnel English — Polish — Slovak translations.

### **Temporary Clerical Officer**

**The Revenue Commissioners**, Limerick, Ireland

June 2007 — July 2008 (temporary contracts)

Clerical duties including inward processing, filing, cataloguing, recording client bank details, processing tax returns, phone queries, calculating offsets.

### **Archaeologist**

**Adam Mickiewicz University in Poznań**, **Museum of the Piasts on Lednica Island**, **Archaeological**

**Museum in Biskupin**, **Regional Museum in Szczecinek**, Poland

October 1999 — May 2005 (temporary contracts)

Updating catalogues and databases, maintaining documentation, processing finds, drawing plans and artefacts, photography, developing web sites, graphic design (posters, headed paper and logotypes), investigating archaeological features, organising annual international conferences, English — Polish translations, general office duties.

## SKILLS & INTERESTS

### Computer skills:

- Linux, MS Windows,
- AutoCAD (versions 2006-2011),
- typography (the art and technique of arranging type, type design),
- publishing software: Adobe InDesign, MS Publisher, Scribus,
- LaTeX (a document markup language and document preparation system for the TeX typesetting),
- web development: (X)HTML, CSS, W3C standards,
- office software: MS Office, OpenOffice or equivalents,
- graphics programs (Adobe Illustrator & Photoshop, Inkscape, GIMP).

### Photography:

- archaeological photography of artefacts and features,
- architecture photography,
- managing photographs in graphics programs,
- preparing photographs for publishing.

### Publishing:

- typography,
- preparing documents in LaTeX,
- preparing AutoCAD drawings, photographs and text documents for publishing,
- Internet publishing,

### Drawing:

- doughting of archaeological artefacts (using fountain pens),
- drawing maps and plans,
- preparing AutoCAD drawings, photographs and text documents for publishing,
- calligraphy,
- Internet publishing.

### Languages:

I am a Polish native speaker with fluent English, I can read and understand documents in other Slavonic languages (including Cyrillic alphabet). I also studied Latin. Currently I'm learning Swedish.

## PORTFOLIO

My portfolio is available on request or for download on my website: [www.archae.eu/portfolio](http://www.archae.eu/portfolio)

## REFERENCES

References and letters of recommendation available on request.