



Europass Curriculum Vitae

Personal information

First name(s) / Surname(s) **Keith Cutajar**
Address 14, Stardust, Dun Filippo Calleja Str., ZBG1930 Zebbug (Malta)
Telephone(s) (+356) 21460787 **Mobile** | (+356) 79323097
E-mail(s) mail@keithcutajar.com
Nationality Maltese
Date of birth 13 February 1988
Gender Male

Desired employment / Occupational field

Software Engineering and Team Management

Work experience

Dates 01 June 2010 -
Occupation or position held Director at kcutajar IT Services and Imports
Main activities and responsibilities Website Development and Web Services Provider, Software Development and Hardware Support, Importation of Electronic Goods
Name and address of employer kcutajar IT Services and Imports, Zebbug
Type of business or sector IT Services
Dates 01 June 2008 -
Occupation or position held IT Administrator and Software Developer
Main activities and responsibilities Creating and Managing the I.T. Department of the company. Responsibilities included: creating and maintaining the company's website, databases creator and administrator, software engineering, network administrator, and all of the I.T. related duties which an I.T. department may need.
Name and address of employer Kordn Grain Terminal Co. Ltd.
Telghet Ras Hanzir,, PLA 3000 Paola (undefined)
Type of business or sector Food Handling and Grain Storage
Dates 01/06/2006 - 01/09/2008
Occupation or position held Waiter
Main activities and responsibilities Managing food stations and tables in the restaurant, as well as handling customer queries.
Name and address of employer Mirabelle Enterprises
Pioneer Road, Bugibba
Type of business or sector Accommodation and food service activities

Education and training

Dates 02 October 2006 - 03 December 2010
Title of qualification awarded Bachelor of Science in Information Technology (Honours)
Principal subjects / occupational skills covered Software Engineering, Project Management, I.C.T. Management, Software Development, Computer Science and Artificial Intelligence.

Name and type of organisation providing education and training	University of Malta (University) Msida (undefined)
Level in national or international classification	Honours Degree
Date	1st August 2011
Title of qualification awarded	Web Editing Invigilators Course
Principal subjects / occupational skills covered	
Name and type of organisations providing education and training	ECDL Foundation
Date	1st of August 2011
Title of qualification awarded	ECDL Certification
Principal subjects / occupational skills covered	Web Editing
Name and type of organisation providing education and training	ECDL Foundation
Dates	October 2008 - June 2010
Title of qualification awarded	Higher Education Award
Principal subjects / occupational skills covered	Adoloscents and Youth Ministry
Name and type of organisation providing education and training	Pastoral Formation Institute, Archdiocese of Malta
Dates	20 September 2004 - 20 June 2006
Title of qualification awarded	Matriculation Certificate
Principal subjects / occupational skills covered	Advanced Level: Pure Mathematics and Information Technology. Intermediate Level: Italian, Accounting, Marketing and Systems of Knowledge
Name and type of organisation providing education and training	G. F. Abela (Junior College) Msida (undefined)
Dates	27 September 1999 - 04 June 2004
Title of qualification awarded	Secondary School Leaving Certificate
Principal subjects / occupational skills covered	Religion, Maltese, English Language, English Literature, French, Mathematics, Physics, Computer Studies, Accounting, Economics, Maltese History, Social Studies, Geography, Physical Education, Arts and Crafts, Media and Music.
Name and type of organisation providing education and training	St. Michael Secondary School (Private Secondary School) Cannon Road,, Qormi (undefined)
Level in national or international classification	Secondary level
Dates	01/11/2010 - 30/11/2010
Title of qualification awarded	Food Handling
Principal subjects / occupational skills covered	Type A: Basic principles in Food Handling.
Name and type of organisation providing education and training	Food Safety Commission 34, The Annexe, Antonio Nani Street,, XBX1086 Ta' Xbiex (undefined)
Dates	01 September 2007 - 30 November 2007
Title of qualification awarded	Introduction to Software Development Using Java
Principal subjects / occupational skills covered	Software development using Java
Name and type of organisation providing education and training	Malta College of Arts, Science and Technology (Technical College) Paola (undefined)

Dates 01 December 2007 - 08 February 2008

Title of qualification awarded Software Development using Java - Intermediate

Principal subjects / occupational skills covered Software Development using Java

Name and type of organisation providing education and training Malta College of Arts, Science and Technology (Technical College)
Paola (undefined)

Date 13th of January 2005

Title of qualification awarded ECDL Certification

Principal subjects / occupational skills covered All Basic Modules

Name and type of organisation providing education and training Computer Society Malta

Personal skills and competences

Mother tongue(s) **Maltese**

Other language(s)

Self-assessment
European level (*)

English

French

Italian

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
C1	Proficient user	C1	Proficient user	B2	Independent user	B2	Independent user	B2	Independent user
A2	Basic User	A2	Basic User	A2	Basic User	A2	Basic User	A2	Basic User
C2	Proficient user	C2	Proficient user	B2	Independent user	B2	Independent user	B2	Independent user

(*) [Common European Framework of Reference \(CEF\) level](#)

Social skills and competences

- Team spirit;
- Good ability to adapt to multicultural environments, gained through experience;
- Good communication skills, gained through experience both on work as well as in voluntary work;
- Able to work under pressure, gained through experience;
- Ability to come up with innovative ideas, gained through several opportunities which I had through my lifetime;
- Ability to be flexible in my work, gained through experience.

Organisational skills and competences

- Leadership (have been in charge of several groups and teams both in my work/profession as well in other voluntary work and productions. Currently president of two local Motoring Clubs: Audi and VAG Club Malta, and also have teamed up with another person to manage and direct a new movement related to Motorsports in Malta. I've also spent some good time managing and directing youth movements in ecclesiastical structures.);
- Sense of organisation (I have quite good competence in logistics, and knowledge of how to guide and manage);
- Good experience in team and project management (gained especially in my voluntary work experiences);

Technical skills and competences

I have a good command to manage projects and teams, especially in the focus of I.T. Department in industrial places (I was in charge of a whole I.T. Department, which also included out-sourcing teams).

I also have a good command in the engineering and implementations of industrial software applications, with major specialization in critical or highly explosive equipment/scenario.

Computer skills and competences

I have an Honours degree in Information and Communication Technology, with specialisation in Computer Science and Artificial Intelligence.

Artistic skills and competences	I have artistic skills of graphical designs, which was acquired during my early years in my profession when I used to design and create posters and websites for several entities.
Other skills and competences	<ul style="list-style-type: none"> - I am currently website administrator and hosting services provider of several websites, including voluntary institutions; - Youth Minister and Leader at my village church's youth club; - President of two local Motoring clubs: Audi Club Malta and VAG Club Malta. I've also teamed-up with another person to manage and direct a new movement in Motorsport, called MMT (Malta Motorsport and Tourism); - I like to get involved in almost all of the sports, including Motorsport, Martial Arts and Volleyball;
Driving licence(s)	B
Additional information	<p>Referees:</p> <p>Fr. D. Cardona Archpriest Zebbug Parish, Malta</p> <p>Mr. R. D'Amato Head Master, St. Michael Secondary School Cannon Rd Qormi Malta QRM 09</p>