

# Marta Biesiadecka



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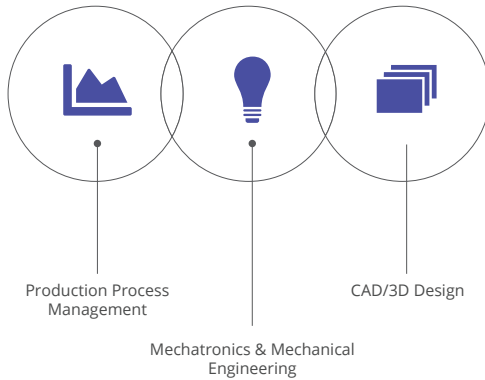
## ABOUT ME

I am currently working at Amazon as Operations Intern. Recently, I have completed a Master of Production System Engineering from RWTH University (Germany) and Master of Management and Manufacturing Engineering from Wrocław University of Science and Technology (Poland).

Double Master Degree was possible due to participation in T.I.M.E (Top International Managers in Engineering) Program. I graduated with an Engineer Degree in Mechatronics at Mechanical Faculty. As part of student exchange, I also studied Mechanical Engineering at the Finland's Lappeenranta Saimaa University of Applied Sciences.

I am an ambitious and responsible person. My analytical skills and experience allow me for effective project management as well as productive work in a team.

## MY SPECIALITIES



## SKILLS

### 01 Professional

Amazon QuickSight  
Analytical skills  
Project management  
MS Office  
Technical documentation  
Solid Edge  
AutoCAD  
Creo  
SolidWORKS  
Siemens NX 11  
Autodesk Inventor  
MATLAB  
3D modeling  
FluidSIM  
PLC

### 02 Personal

Creative spirit  
Organized  
Motivated  
Professional  
Flexible  
Fast Learner  
Team Player

## LANGUAGE SKILLS



## EDUCATION

- From September 2019 - May 2021  
Production Systems Engineering – Maschinenbau  
RWTH Aachen University, Faculty of Mechanical Engineering  
Aachen, Germany
- From February 2019 - February 2021  
Management and Manufacturing Engineering (specialization: Production Management)  
Wrocław University of Science and Technology, Faculty of Mechanical Engineering  
Wrocław, Poland
- From October 2015 - February 2019  
Mechatronics  
Wrocław University of Science and Technology, Faculty of Mechanical Engineering  
Wrocław, Poland
- From September 2016 to January 2017  
Mechanical Engineering  
Saimaa University of Applied Sciences  
Lappeenranta, Finland

## WORK EXPERIENCE

- 1 July 2018 to September 2018  
Intern at the Production  
Automation Division  
Toyota Motor  
Manufacturing Poland
- 2 December 2018 till  
September 2019  
Intern at the Production  
Process Engineering Team  
WABCO Poland
- 3 From January 2021 to now  
Operations Intern  
at Amazon  
Amazon Fulfillment Poland

## TRAINING & ORGANIZATIONS



### CaseWeek

A series of workshops organized at the Wrocław University of Technology in cooperation with companies from the tech industry. Workshops related to the control and automation of industrial machines and production lines.  
Wrocław, Poland



### Geek Girls Carrots

Organization operating in Poland, which runs numerous trainings, discussions and lectures related to IT and broadly New Tech industry - especially about women in this industry.  
Wrocław, Poland



### Erasmus Student Network

Global organization that twins international students from over 40 countries.  
Lappeenranta, Finland & Wrocław, Poland

## Letter of recommendation

I am pleased to recommend Marta Biesiadecka, who is applying for admission to your company. I saw her work since December 2018 till September 2019, as a Trainee Process Engineer. She is hardworking and ambitious person who likes to work with other people, always friendly and helpful for company members. Marta is courageous, open to a new challenges and finding herself in new situations. She has an ability to work press on time and she is good at handling stress situations, where one has to act quickly. I could see very quick solving problems with responsible, thought out decisions. Each task was carried out quickly and successfully finished. As a Trainee Process Engineer she has consistently shown a strong desire to learn and the ability to produce good results in her work. Furthermore, she is well organized, motivated and shows great interest in variety of areas of her job. Marta is able to work efficiently with a group of people, thanks to her positive attitude, amiability and reliable nature. I believe that she would be a fine asset to any work environment and a great candidate for the employment.

Sincerely,



Michał Golenko

Manufacturing Engineering Leader  
WABCO Sp. z o.o.  
Ul. Eugeniusza Kwiatkowskiego 2  
52-407 Wrocław  
Poland

Please note that English version of this reference letter was translated from original one in polish. The original version is available to you below the English one.

## REFERENCE LETTER

Marta Biesiadecka in the period from 09/07/2018 to 28/09/2018 obtained an internship at Toyota Motors Manufacturing Poland in Wałbrzych.

During the internship, Marta was the person supporting the work of the Karakuri Department dealing with the automation of production processes, based on the philosophy of using the minimum number of external drives (engines, pneumatic and hydraulic cylinders).

The main tasks performed by Marta were:

- 3D design for new machines in the SolidEdge program
- Analysis of moments of forces, accelerations in order to select the components to a constructing machine
- Familiarizing with the principles of creating technical documentation, the standards of the Machinery Directive, the procedure of assigning the CE mark and the principles of safe designing of machines and devices
- Creating 2D, 3D technical drawings for technical documentation in SolidEdge, AutoCAD
- Creating risk assessment documentation for designed machines and devices,
- Participation in works involving the installation of a new machine, connection of PLC controllers in control cabinets, modifications of the PLC program,
- Introduction to the Fluid SIM and Unidraft program, at a basic level
- Participation in trainings from Toyota Way, TPS (Toyota Production System), PDCA (Plan, Do, Check, Act) and A3 (presentation document)

Marta Biesiadecka is an open person who conscientiously approaches the assigned tasks, performing them thoroughly and with great commitment. She willingly participated in the installation of machines on the production line, engaging actively in the implementation of solutions.

She enthusiastically undertakes new tasks and is ready for new challenges. She is a person who easily assimilates in a team, establishing good relations with team members. In the work performed by Marta, an important part was the desire to gain new experiences, during the activity in the process she also proved to have technical knowledge that she used in the tasks she carried out.

The reference letter was prepared by:

Department Manager – Michał Wojerz

HR Senior specialist – Urszula Słowik-Walczak

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REGON 891053182, NIP 886-24-90-058  
Bank Handlowy w Warszawie S.A.  
66103015080000000502012002

Wałbrzych, dn. 2018.09.28

## LIST REFERENCYJNY

Pani Marta Biesiadecka w okresie od 09.07.2018 do 28.09.2018 r. odbyła praktykę studencką w Toyota Motor Manufacturing Poland Sp. z o.o. w Wałbrzychu.

Podczas praktyki Pani Marta pełniła funkcje osoby wspomagającej pracę Działu Karakuri zajmującego się automatyzacją procesów produkcyjnych, w oparciu o filozofię wykorzystania minimalnej liczby napędów zewnętrznych (silników, siłowników pneumatycznych i hydraulicznych).

Do głównych zadań wykonywanych przez Panią Martę należało:

- Projektowanie 3D konstrukcji nowych maszyn w programie SolidEdge,
- Analiza momentów sił, przyspieszeń w celu doboru komponentów konstruowanej maszyny,
- Zapoznanie z zasadami tworzenia dokumentacji technicznej, normami dyrektywy maszynowej, procedurą nadawania znaku CE oraz zasadami bezpiecznego projektowania maszyn i urządzeń.
- Tworzenie rysunków technicznych 2D, 3D do dokumentacji technicznej w programach SolidEdge, AutoCad,
- Tworzenie dokumentacji oceny ryzyka projektowanych maszyn i urządzeń,
- Uczestnictwo w pracach polegających na instalacji nowej maszyny, podłączanie sterowników PLC w szafach sterowniczych, modyfikacje programu PLC.
- Wprowadzenie do programu Fluid SIM oraz Unidraf, obsługa w stopniu podstawowym
- Udział w szkoleniach z Toyota Way, TPS (Toyota Production System), PDCA (Plan, Do, Check, Act) oraz A3 (dokument prezentujący końcowy rezultat).

Pani Marta Biesiadecka dała się poznać jako osoba otwarta, która sumiennie podchodzi do przydzielonych zadań, wykonując je dokładnie i z dużym zaangażowaniem. Chętnie uczestniczyła w instalacji maszyn na linii produkcyjnej angażując się w sposób aktywny w realizację zadań.

TOYOTA MOTOR MANUFACTURING POLAND Sp. z o.o.

Z entuzjazmem podejmuje się kolejnych zadań, jest gotowa na nowe wyzwania. Jest osobą która łatwo aklimatyzuje się w zespole, nawiązując dobre relacje z członkami zespołu.

W wykonywanej przez Panią Martę pracy istotną rolę odgrywała chęć zdobycia nowych doświadczeń, swoją aktywnością w realizacji zadań udowodniła także, że posiada wiedze techniczna którą stosowała w realizowanych zadaniach.

Z poważaniem



Manager/ Kierownik działu

Z poważaniem



Starszy Specjalista działu HR