

CURRICULUM VITAE



Name Heinoja

First name Gunnar

Date of birth 10. July 1983 Tallinn

Mobile +372 56 213 622,

E-mail info@gunnarheinoja.com

Nationality Estonian

Skills MS Windows, Microsoft Server management
MS Office
MS Windows, network and printers troubleshooting, repairing, maintenance
User account management(Active direcotry) on MS Windows Server
VPS MS server management
PC/MAC and laptop hardware management, troubleshooting and repairing
Laser and inkjet printers' maintenance and installation
CompTIA A+ in progress
Tallinn French School homepage management (Moodle, WordPress)
Setting up a secure home network in a 600 m2 three-story house with signal extenders

Work experience 2007 – Tallinn French School IT support

2004 –Tallinn French School - teacher of French and Russian

2003 – 2005 Tallinn University Russian language department
chair secretary

2015 – Estonian Red Cross Tallinn branch – member of the
board

2021 Semi-automated Forex trading

Education

2005–2007 – Tallinn University

Russian as a foreign language Teacher, Ed. M

1999–2002 – Tallinn French School

Languages

Fluent Estonian, Russian, English, good French

Courses

2023 CompTIA A+ in progress

2020 First aid courses

2010 Conflictology basic course (Aare Mae)

2009 Personality types analysis, communication in a team

2012-2014 NLP basic and advanced course (Metaprofit)