

# Curriculum Vitae - Martin Schaefer

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## Personal

Date of birth            October 4<sup>th</sup>, 1976  
Place of birth            Amsterdam, The Netherlands  
Nationality             Dutch  
Drivers license         Yes

## Professional Experience

*Job title*                **Senior IBM Lotus Notes and Domino Consultant**  
*Industry*                ICT  
*Period*                  March 2008 - now

- Perform various activities at several customer sites on a freelance base. These activities mainly aim at the **IBM Lotus** product group:
  - **Lotus Notes & Lotus Domino**
  - **Lotus Quickr**
  - **Lotus Sametime**
  - **Lotus Enterprise Connector (LEI)**
- Specialized in developing in Lotus Notes and Lotus Domino. Examples of developed solutions are:
  - **Human Resources work flow** application with an employee 'self service' portal
  - **Microsoft Office integration** for an automated quoting system
  - A tailor made **Document Management System**
- Small ad hoc application support and projects in the role of senior technical consultant.
- Migration projects from **Microsoft Sharepoint** to **Domino.doc** or **Lotus Quickr** and vice-versa.
- Upgrade an application and mail environment from Lotus Notes 6.5 to 8 Lotus Notes and **Citrix**
- Implement vendor selection for various **XML web services** within labour market. Head engineer of the integration of these services in the back office system.
- Developing 'proof-of-concept' demonstrations with **VMWare** environments

### **Project examples**

- Migration of a large **Lotus Domino Document Manager** (Domino.doc) environment to **Microsoft Office Sharepoint Server** (MOSS) for a internationally renowned HR consulting firm. Successfully migrated more than 250Gb of documents and meta data
- **Application manager** for a enterprise application (250+ end-users) at a key-player in the Dutch recruiting market. Keeping the system up-to-date with fresh ideas. All processes were **ITIL** proof
- Developing and maintaining a reservations portal for booking conference and meeting locations at a Dutch hotel chain. All project steps were done using the PRINCE2 project management method
- Creating proof-of-concept presentations and demonstrations for **Lotus Quickr** and **Lotus Domino** using a virtual **VMWare** environment
- Design, implement, configure and maintain a Lotus Domino/Notes environment on Linux for a consulting firm based in Eindhoven, The Netherlands. This environment consist of a SMTP server, Lotus Sametime instant messaging server and various intranet and internet websites.

*Company*                    **Atos Origin, Eindhoven, The Netherlands**  
*Job title*                 **Team leader ECM Service & Support Centre**  
*Industry*                 ICT  
*Period*                    September 2006 – March 2008

- Operational lead of the ECM Service & Support Centre, a total of 12 specialists.
- Weekly progress meetings with customers for internal process optimization
- Striving to the most optimal resource planning for both project responsibilities as service contracts
- Responsible for monthly internal financial forecast and progress reports towards our customers
- Coaching of the ECM Service & Support Centre employees

***Project examples***

- Design a logistic tracking system for the largest Caterpillar importer in The Netherlands. Included in this project were:
  - various functional inventarisation sessions with end-users.
  - The creation of functional specifications and technical specifications.A large part of this application is dependant of a link with Caterpillar USA. This link was created using **Lotus Enterprise Integrator (LEI)**.
- Design and develop a version 2 release of an email (Lotus Notes and Outlook) to **Filenet** connector at **Philips Intellectual Properties and Standards**.

*Company*                    **Atos Origin, Eindhoven, The Netherlands**  
*Job title*                 **Software Developer ECM Service & Support Center**  
*Industry*                 ICT  
*Period*                    February 2006 – September 2006

- Responsible for application maintenance and support for various client environments. Clients include **Philips, Pon Equipment, NXP Semiconductors, Akzo Nobel, Ahold, Stork Fokker Services** and **KPN**.
- Performing various changes in project teams and independent
- Presenting new functionality to end-users
- Delivering technical support and trouble shooting for more than 30 environments

***Project examples***

- Web enabling various Lotus Notes applications for the largest **Caterpillar importer** in The Netherlands. Techniques used were **XML web services** and **AJAX**.
- Development of various additions for a **Sarbanes-Oxley** audit application built for **KPN**. This application is also partially available on the internet by using portal techniques.
- Design and develop a version 2 release of an email to **Global360** environment at an insurance company part of the **Allianz** group.

*Company*                    **Staff Planning Holding BV, 's-Hertogenbosch, The Netherlands**  
*Job title*                    **Application Manager**  
*Industry*                    Employment and recruiting  
*Period*                      October 2000 – February 2006

- Responsible for all front- and mid office, intranet and internet applications, all running on Lotus Notes/Domino.
- Responsible for all communication regarding changes to the applications
- Implementing quality controls and reporting functionality
- Quarterly train new end-users
- Updating the on-line help system

*Company*                    **KPMG Holding NV, Eindhoven, The Netherlands**  
*Job title*                    **Systems engineer**  
*Industry*                    Accounting & Consultancy  
*Period*                      January 1998 - October 2000

- System engineer for locations of KPMG in the South of The Netherlands: Arnhem, Nijmegen, Eindhoven, 's-Hertogenbosch, Maastricht, Heerlen en Tilburg.
- Development of various business applications in Microsoft Excel and Microsoft Access.
- Manage the infrastructure of all South locations. Including Windows NT servers and end-user machines/laptops. Total user population of 400+ employees.
- Participation in various task forces for quality and communication

#### **Education**

*Institute*                    **MTS Techniek (intermediate vocational education)**  
*Period*                      1994 - 1998  
*Graduate*                    Yes

*Institute*                    **MAVO**  
*Period*                      1991 - 1994  
*Graduate*                    Yes

## **Skills**

<i>Networking</i>	Windows NT/2000/2003 en Novell
<i>Development</i>	Delphi, Pascal, x86 Assembler, Javascript, PHP LotusScript, VBScript, Java, C++
<i>Other</i>	ITIL change & incident management, PRINCE2, Prototyping

## **Training and certificates**

- November 2007, "Consulting skills", Atos Origin
- June 2007, "Managing teams", Schouten en Nelissen
- April 2007, PRINCE2, ISES International
- September 2006, IBM Certified Application Developer – Lotus Notes and Domino 7.0
- June 2006, IBM Workplace Web Content Management
- September 2005, IBM Certified Application Developer – Lotus Notes and Domino 6/6.5
- April 2005, The View Web Application Developer Boot camp, Copenhagen
- March 2002, Lotus Domino Developer R5 CLP
- September 2000, ITIL change- en incident management
- July 2000, ITIL Foundations
- March 2000, Microsoft Certified Systems Engineer

## **Languages**

Dutch: mother-tongue, English: business English.

German en Hungarian: speaking.

## **Personality**

Analytic, flexible, innovative, creative, independent and highly communicative.

Hobbies: Squash, art and visiting films and concerts.