

CURRICULUM VITAE EUROPEAN FORM



PERSONAL INFORMATION

Name **GUIDO PREMUDA**
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Nationality **Italian**
Date of birth **28 FEBRUARY 1962**

WORK EXPERIENCE

- Dates (from – to) 2007 – current employment
- Name and address of employer Ciba (now part of BASF)
Klybeckstrasse, 141 - 4002 Basel (CH)
- Type of business or sector Chemical industry
- Occupation or position held Employee – Middle Manager
- Main activities and responsibilities
 - IT Security & Governance Officer (Delivery & Support)
 - IT Governance Framework Management (CobiT compliant)
 - IT Quality & Compliance
 - SAP Audit
 - Project Management Policies & Processes, Project Lifecycle Owner
 - Change, Incident, Problem Management Processes Compliance
 - Application Lifecycle Compliance
 - Outsourced Service Contracts Compliance

- Dates (from – to) 1996 – 2007
- Name and address of employer Ciba Specialty Chemicals
Via Pila, 6/3, 40044 - Sasso Marconi, BO – Frazione Pontecchio Marconi
- Type of business or sector Chemical industry
- Occupation or position held Employee – Middle Manager (Quadro)
- Main activities and responsibilities
 - Southern Europe Service Desk Manager
 - Problem & Change Manager (Southern Europe)
 - Infrastructure Project Manager (Southern Europe)
 - Operational IT Security Officer (Southern Europe)
 - Italian Privacy Regulation (DPSS, Documento Programmatico sulla Sicurezza)
 - Data Center Manager (computer rooms)
 - AS400 Operations Manager (2004)
 - Site Infrastructure Head (2003)

- Dates (from – to) 1987-1996
- Name and address of employer Sysdata Italia - Bologna
- Type of business or sector Information Technology
- Occupation or position held Employee
- Main activities and responsibilities
 - Analyst programmer

- Pre/post sales supporter
- IT training tutor

- Dates (from – to) 1985-1987
- Name and address of employer OL Computer - Bologna
 - Type of business or sector Information Technology
 - Occupation or position held Employee
- Main activities and responsibilities IT Technician

- Dates (from – to) 1983-1984
- Type of business or sector Musician
- Occupation or position held Freelance
- Main activities and responsibilities Member of the orchestra of the singer Paolo Conte during the tours of 1983-84.

- Dates (from – to) 1981-1982
- Name and address of employer Finike Italiana Marposs - S. Marino di Bentivoglio, BO
- Type of business or sector Electronic industry
- Occupation or position held Employee
- Main activities and responsibilities Accountant (foreign office)

EDUCATION AND TRAINING

- Date (from – to) 1998-2008
- Name and type of organization providing education and training Many organizations providing manager education.
- Main subjects and professional skills related to the education awarded Leadership / Management
- Education awarded Certificate
- List of attended courses
 - Change Management – Bologna – Profingest – 2 days - 2006
 - Train the Trainer (developing & conducting) – Basel – MC2.ch – 2 days - 2005
 - Teambuilding Strong Relationship – Bologna – Teambuilder – 2 days - 2004
 - Remote & Virtual Teams – Basel – Global Integration – 3 days – 2003
 - Together Ahead Workshop (Team Building) - Varese - Challenge Learning - 3 days - 2003
 - La gestione delle relazioni - Bologna – INFINITY – 2 days - 2002
 - “Link” Remote Team Management e Cultural Diversity - Bologna – INFINITY – 2 days - 2002
 - La Comunicazione in pubblico – Bologna – SINNEA – 2 days – 2000
 - Leadership 360° - Bologna – INFINITY – 5 days – 1999
 - Capacità Manageriali per Quadri Aziendali – Milano – CEGOS – 3 days - 1998
 - Value Based Management – Salsomaggiore – Ciba – 1 day - 1998
 - Introduzione al Management – Bologna – Ciba – 5 days - 1998

- Date (from – to) 1998-2008
- Name and type of organization providing education and training Several organizations providing technical IT education
- Main subjects and professional skills related to the education awarded Information Technology
- Education awarded Certificate
- List of attended courses
 - SAP R/3 Concepts and Audit Risks – MIS (London) – 3 days - 2008
 - IT Governance and SOX compliance (Incident, Problem & Change Management) – Basel (CH) – Ciba - 6 days - 2005
 - Microsoft certificate training (MOC) on:
InterNetworking with TCP/IP, Active Directory, Windows Server and Client, MS SMS,

SQL Server, MS Exchange Server, Desktop Support Windows XP, Outlook, Frontpage.

- Other courses on:

Internet (Cineca), Intranet (IRI), Obtree (Ciba), AS400 (IBM)

- Date (from – to) 2007 (2 days + exam)
- Name and type of organization providing education and training QRP – Management Methods International (UK)
- Main subjects and professional skills related to the education awarded PRINCE2 project management method (Projects in Controlled Environments)
- Education awarded Foundation Certificate on Prince2

- Date (from – to) 2003 (5 days)
- Name and type of organization providing education and training TUV Akademie - Munchen
- Main subjects and professional skills related to the education awarded ITIL (Information Technology Infrastructure Library)
- Education awarded Foundation Certificate on IT Service Management

- Date (from – to) 1984
- Name and type of organization providing education and training OL Computer, Bologna
- Main subjects and professional skills related to the education awarded Information Technology
- Education awarded Certificate – IT technician

- Date (from – to) 1976-1981
- Name and type of organization providing education and training Istituto Tecnico Commerciale Luigi Tanari, Bologna
- Main subjects and professional skills related to the education awarded Accounting
- Education awarded Accountant
- National classification level 48/60

PERSONAL SKILLS AND COMPETENCES

MOTHER TONGUE **ITALIAN**

OTHER LANGUAGES

- Reading **English** Excellent
- Writing Excellent
- Speaking Excellent
- Level Advanced

- Reading **French** Excellent
- Writing Good
- Speaking Good

- Reading **Spanish** Good
- Writing Elementary
- Speaking Elementary

**SOCIAL SKILLS
AND COMPETENCES**

- People Management (experience with an international team of 15 people)
- Team building/working
- Leadership skill

	<ul style="list-style-type: none"> - Communication and networking - Recruitment interview for people selection - Performance appraisal management
ORGANIZATIONAL SKILLS AND COMPETENCES	<ul style="list-style-type: none"> - Project management - Problem solving - Purchasing and contract management - Customer relations - Supplier negotiations
TECHNICAL SKILLS AND COMPETENCES	<p>INFORMATION TECHNOLOGY SKILLS acquired also during the following main projects and/or activities:</p> <ul style="list-style-type: none"> - Set up of an IT Governance Framework (CobiT compliant) - Internal Audit and Controls (Change Management) - External Audit support (with Ernst & Young) - UAT (User Acceptance Test) for application compliance - Creation and implementation of an international Service Desk organization (15 people, 1400 users, 5 countries) - IT Governance and SOX (Sarbanes-Oxley) compliance (as Problem & Change Manager) - ITIL best practices methodology as part of IT Governance process - HP Open View: deep knowledge of this tool used for the Service Desk management (Incident, Problem & Change management) - Knowledge management through the creation and maintenance of procedures - Project coordination for the set up of the IT infrastructure (WAN, LAN, servers, computer room, Helpdesk, etc.) of a new site (of about 100 users) in Lyon (France). - Standard client PC roll-out for 1200 PCs (regional project coordination) - Network LAN infrastructure design and migration for a site of about 250 nodes - Design and implementation of a new regional computer room (5 AS400s and 12 servers) - Web Management of IT Intranet pages - SAP user: SRM (PCT procurement process: requisition, confirmation) - ERP ALM (Asset Lifecycle & Project Management) - Access Enforcer (roles authorization process) TRIP, PRAP (travel expenses and approval)
ARTISTIC SKILLS AND COMPETENCES	<ul style="list-style-type: none"> - MUSIC: MUSICIAN (guitar) and COMPOSER (nr. 4 CDs published) - WRITING: two books and many articles regarding ornithology published on national and international reviews.
OTHER SKILLS AND COMPETENCES	<ul style="list-style-type: none"> - Creation and management of Web-sites. - Photography
DRIVING LICENCE	B
ADDITIONAL INFORMATION	<p>PERSONAL INTERESTS: Mainly music (guitar, composition) and nature (ornithology, photography, volunteer for LIPU-BirdLife International).</p>

