



Daewoo Electronics

Employer:
Blue Grass Advertising Agency

Role:
Art Direction
Design

Scope of Works:
Press Ads
Catalogues
Desk and Wall Callendars
Stickers
Web Site



Agrobex

Employer:
Blue Grass Advertising Agency

Role:
Project Management
Art Direction
Design

Scope of Works:
Press Ad
Brochure
Poster
Gift Pack
Web Site





Gonicz Polski - The Polish Times Weekly Magazine

Employer:
Gonicz Ltd.

Role:
Graphic Designer
DTP Operator

Scope of Works:
Layout Redesign
DTP and Graphic Design Works



Polish Express Weekly Newspaper

Employer:
Polish Express Ltd.

Role:
Lead Graphic Designer
DTP Operator

Scope of Works:
Layout Redesign
DTP and Graphic Design Works





Atlas Sp. z o.o.
 Employer:
 Blue Grass Advertising Agency

Role:
 Art Direction
 Design

Scope of Works:
 Press Ads
 Invitation
 Mini CD Case



Orlen Oil
 Employer:
 Blue Grass Advertising Agency

Role:
 Art Direction
 Design

Scope of Works:
 Press Ads
 Catalogues



London 21/08/2008

References

Mr Tomasz Rataj has been working under my leadership as a artworker, graphic designer in Polish Weekly Cooltura for one year.

As a graphic designer he has been responsible for coordinating and designing graphic projects of advertisements, which are then run on particular pages of the weekly. Mr Rataj also carried out projects for other titles cooperating with our newspaper.

Mr Tomasz Rataj has proficient knowledge of graphic and DTP programmes, used worldwide, such as:

- Adobe Photoshop
- Adobe Illustrator
- CorelDRAW
- QuarkXpress
- Adobe PageMaker
- Adobe InDesign

As a graphic designer, working in the Graphic Studio of our weekly newspaper, he also has great knowledge of issues concerning the website construction and HTML programming, as well as designing advertisements using Macromedia Flash.

During his work he proved to be a responsible, disciplined, flexible, communicative and creative person. Mr Rataj has been a valuable employee. I hope that his new employer will appreciate and make advantage of his assets and abilities.

Kind regards,

Dariusz Adam Zeller
Editor-In-Chief
COOLTURA
Polish Weekly Magazine

Unit 6,
King Street Cloisters
Clifton Walk
London W6 0GY
Tel.: 087 0041 4677
Fax: 020 8741 9490
email:
info@cooltura.co.uk

A CERTIFIED TRANSLATION FROM POLISH

Logo: Goniec Polski

LETTER OF REFERENCE

Mr Tomasz Rataj worked at the position of a DTP graphic designer at the editorial section of the Goniec Polski magazine with the seat in London from 28th March, 2007 to 29th February, 2008.

He was responsible for the typesetting and graphic design of the whole magazine. A few weeks after coming to the editorial section he suggested a new magazine layout which was willingly approved not only by the company management but also by the readers.

Within barely a year Mr Tomasz Rataj proved to be a punctual, conscientious and creative worker. He was popular among the team.

Many times did he give advice at other projects than editorial ones and implemented by Goniec Polski: he created new advertising, a logo for RGFM radio and for Goniec television.

Editor-in-chief
/-/ signature illegible

Technical Editor
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I, Iwona Frąckowiak-Bień, sworn translator, hereby certify that this translation conforms to the document in Polish.

Leszno, 23rd June, 2008
Reg. No. 66/06/2008



Certified translation from Polish

express
POLISH

REFERENCE

Mr Tomasz Rataj worked with us in the "Polish Express" team as DTP operator from the 27th of February 2006 to the 28th of March 2007. As his superior, I was able to observe the results of his work daily.

Among his responsibilities were:

- supervision of the graphic side of "Polish Express",
- composition of the pages of the "Polish Express",
- introduction and maintenance of the production system of the paper,
- paste-up processes.

Tomasz performed his tasks systematically and diligently. He is an independent person and is involved equally in his work as with the life of the firm. During the change of the "Polish Express" paste-up models, which was a crucial project for the firm, he revealed enormous experience and great knowledge of press design. Due to his personal commitment and resourcefulness the project was executed completely successfully for the firm.

He is ambitious, continually enhancing his qualifications. He proved himself excellently equally in situations requiring individual effort as in team work. He has considerable interpersonal abilities – he makes contacts easily and within the team he created an atmosphere of mutual assistance and understanding. He encouraged the employees to share knowledge and introduced procedures, which significantly facilitated this procedure.

I very much regret that my cooperation with Tomasz has come to an end. I recommend him as an employee with complete confidence. I am convinced that he will accomplish many ambitious undertakings and satisfy the most demanding employers.

In case of need I will be pleased to provide more precise information concerning Tomasz.

Yours sincerely,
Izabella Nowak
Editor in Chief

I, undersigned Iwona Frąckowiak-Bień, duly commissioned Sworn Translator in English, based in Leszno, do hereby certify that the above is a true translation of the Polish document.

Leszno, 7th January 2008
Rep. no AR/01/2008



Certified translation from Polish

panorama
LESZCZYŃSKA

TEL. (0 65) 529 55 75

"Panorama" Co. Ltd.
ul. Lipowa 26
64 – 100 Leszno

Tomasz Rataj
ul. Zacisze 19
64 – 100 Leszno
Leszno, 20th of March 2006

I certify that Mr Tomasz Rataj has been employed by Panorama Co. Ltd., in Leszno since the 1st of July 2003.

Tomasz Rataj prepares the graphic layout for the weekly "Panorama Leszczyńska". He is responsible for drawing up in computerised form all the illustrations placed in the weekly, whether photography, infography, tables or drawings.

He is similarly responsible for designing the advertisements and announcements for the requirements of the weekly, the publishing organisation and the Internet portal www.panorama.media.pl.

He has considerable experience in the extent of designing advertisements and graphic layouts, because of this he has been awarded the Grand Front prize in the all Poland competition of the Chamber of Press Publishers for the best press cover page.

Stamp and signature of
the President of the Board of Directors

I, undersigned Iwona Frąckowiak-Bień, duly commissioned Sworn Translator in English, based in Leszno, do hereby certify that the above is a true translation of the Polish document.

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