

Curriculum Vitae

Name : Harald Müller

Address : Buckstrasse 26 B
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Date of birth : 16. December 1976

Marital status : Single

Nationality : Swiss

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Apprenticeship

Aug 1993 - July 1997 Apprenticeship as TV Radio electrician

Schooling

Aug 1989 – July 1993 High School, Endingen, Switzerland

Aug 1983 – July 1988 Primary school in Wettingen and Endingen

Further education

September 1998 Technical Training V8000 (Bang & Olufsen, Bassersdorf)

February 1998 Observation test (Marketinggold Expert AG, Dietlikon)

Languages

German Mother Tongue

English Fluent

French Basic Knowledge

Knowledge of Computer Applications

MS Excel, MS Outlook, MS PowerPoint, MS Word, Lotus Notes, Windows XP, Windows NT, Windows 2000, Windows ME, Windows 98, Windows 95, Technobox

August 2002 -
August 2004

**Church of Jesus Christ of Latter-Day Saints, Edinburgh, Scotland,
Great Britain**

Missionary

Voluntary work as a missionary for the Church of Jesus Christ of Latter-Day Saints in Great Britain.

As a missionary I made contact with prospective clients. Giving presentations about the advantages and qualities of our beliefs.

With the help of clients broaden the network of new contacts.

Weekly detailed planning for the purpose of efficiently carrying out working processes and goals.

Preparing and giving of presentations for members, to train them, motivate them and strengthen the collaboration between the members of the Church and the missionaries.

Consultation and training of the members in their homes about the church and missionary work.

Zone leader

Additionally to the above mentioned tasks, I was responsible for 18 colleagues in the area of training, instructions about new processes, motivation and supervising their efforts.

Supporting other missionaries with their problems.

Accompaniment into conversion/realisation/implementation of the jointly made decisions.

Consultation, encouragement und supporting each individual college.

Holding monthly reviews with representatives under my area of responsibility.

Organisation and holding of meetings.

Monthly meetings and statements of account with the mission president in reference to quality and quantity of the achieved work.

And, last but not least, leading the representatives through my own personal example and engagement.

August 2002 -
August 1999

Endress + Hauser Flowtec AG, Reinach, Switzerland

Electronic technician

As the guy in charge of the entire electronics in the operations centre my duties were as follows:

- Drafting of concepts for new means of production
- Development of new elements for signal processing
- Creating of containing maintaining and service manuals
- Solving problems onsite
- Development of consisting means of production
- Electromechanical as well as electronic maintenance work on calibrating plants in France and India
- Assistance with constructing electrical circuits/switching
- Introduction of new means of production
- Simplifying of processes in production

September 1997 -
July 1999

Expert Pabst, Mellingen, Switzerland
Head of workshop

In this function I held the entire responsibilities for the workshop. This can be described with the following partial tasks:

- Fast high quality repair of devices as well as helping the apprentice with knowledge and experience
- Clean planning of the spare parts purveyance
- Creating an efficient service-plan of action and coordinating and implementing it accordingly
- Introduction new repair helps in the workshop

Parallel to this I also had further training on „Bang & Olufsen“-Products.

Sales advisor

As a competent salesman on this subject I advised the customers, I had to recognize their needs and sell the correct product to them including explaining it to them. Also I had to explain/ elucidate the advantages and disadvantages of the products, so that he could make a decision accordingly which the correct product for him would be. I also had to indicate the service that our business offered, which meant a clear advantage compared to the competitors. This included knowledge of the range of entertainment electronics as well as special satellite receivers and “Bang & Olufsen” products.

References

Urs Schneider
Master
Dorfstrasse 11
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Telephone 056 281 22 77
email

Karl Pabst
Manager Expert Pabst
Closed due to retirement
5507 Mellingen
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