

# ELISA INDOVINA

Milan, Italy

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## EDUCATION

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### **Nova School of Business & Economics**

*Master's in Management - Area of expertise: Marketing*

Other major study areas:

- Advanced Finance
- Human Resources

**LISBON, PORTUGAL**

SEPTEMBER 2024 - ONGOING

### **Università Cattolica del Sacro Cuore**

*Faculty of Economics – 3 years*

Bachelor's degree in Economy and Management: 108/110

**MILAN, ITALY**

SEPTEMBER 2021-JULY 2024

JULY 2024

### **High School Alexis Carrel**

*Classical studies – 5 years*

*High school graduation: 92/100*

**MILAN, ITALY**

SEPTEMBER 2016 – JULY 2021

JULY 2021

## PROFESSIONAL EXPERIENCE

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### **English Tutor**

*Freelance work*

**MILAN, ITALY**

JANUARY 2023 – SEPTEMBER 2023

- Conducted in-person and online private lessons for students aged 10-15 y.o.
- Developed good relations with students and families thanks to a tailored method that improved school results in short time
- Motivated students to a personal in-depth study

### **Hostess at Milan Fashion Week**

**Camera Nazionale della Moda Italiana**

**MILAN, ITALY**

SEPTEMBER 2022

- Involved in guests welcoming and accreditation in special events
- Assisted and supported guests during events

### **Social Media Management Specialist**

**Grossmann Sport Association**

**MILAN, ITALY**

SEPTEMBER 2020 – MARCH 2022

- Participated to Social Media Management activities (Facebook and Instagram), especially in content creation
- Managed information updating and discussions with fans/followers
- Developed creativity and relational skills in digital environment

**Children After School and Summer Camp Concept Developer**  
**Grossmann Sport Association**

**MILAN, ITALY**  
APRIL 2018 – AUGUST 2020

- Collected and organized families complaints and suggestions
- Developed innovative activities proposals, expressing personal creativity and improving team collaboration skills
- Prepared and made concept and activities presentation for parents, improving public speaking skills

## **LANGUAGE AND COMPUTER SKILLS**

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**Italian** (Native); **English** (Advanced) IELTS certification 6.5 ; **Spanish** (Intermediate)  
**Microsoft Word, PowerPoint, Excel** (Intermediate)

## **OTHER EXPERIENCES & INTERESTS**

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**Emerald Cultural Institute**  
*Intensive English Course*

**DUBLIN, IRELAND**  
JULY 2019

**Au Pair experience**  
at Spanish Family

**MADRID, SPAIN**  
JULY 2018

**Interests:** cooking, reading, history and geography, learning new languages  
**Sports:** football (practiced for 10 years), skiing, volleyball and currently gym