

Dave Seiler

Date of Birth: 19th June 2000



Prospective MSc in Business Analytics
BSc Business Administration
- Area of specialisation: Managerial Data Science



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Work experience

08/23 – 07/24	<p>PR & Communications Manager (exploreASEAN, Student Project / part-time 30%)</p> <ul style="list-style-type: none">- <u>Social Media and PR Management</u>: Maintaining the project website via WordPress, managing social media platforms (Instagram, Facebook, LinkedIn), preparing booklets and developing content for the FHNW (articles, infographics, and final project video).- <u>Co-organisation</u>: Significant contribution to the planning and execution of all project related events, including the Alumni Event, Delegation Kick-Off, Seminar in Switzerland (1 week), Seminar abroad (2.5 weeks) and the Closing Event.
06/20 – 12/23	<p>Accounting Clerk with Mandate Lead (Ackermann + Partner Inc. / part-time 50%)</p> <p>Support of own customers (approx. 25 SME's) in the following areas:</p> <ul style="list-style-type: none">- <u>Accounting</u>: Bookkeeping, VAT declarations, annual financial statements and consultancy- <u>Payroll Accounting</u>: Management of the payroll accounting, monthly payroll statements and salary calculations, AHV and social security declarations as well as consultations- <u>Tax Consultancy</u>: Completion of tax declarations and tax return forms including advice and optimization- <u>Company-Lifecycle</u>: Support in the area of company formation, restructuring and liquidation <p>Internal Responsibilities:</p> <ul style="list-style-type: none">- <u>Invoicing</u> & <u>IT-Responsible</u>
06/19 – 05/20	<p>Military service including extension due to the COVID-19 pandemic</p> <ul style="list-style-type: none">- <u>Basic military training</u>: Monte Ceneri and Aeschi b. Spiez- <u>Compulsory military service</u>: Kirchberg and Bern- <u>Extension COVID-19</u>: Burgdorf and Ersigen
08/16 – 06/19	<p>Fiduciary Apprentice (Ackermann + Partner Inc.)</p> <p>Support of the mandate manager in the following areas:</p> <ul style="list-style-type: none">- <u>Accounting</u>: Bookkeeping, VAT declarations and annual financial statements- <u>Payroll Accounting</u>: Management of the payroll accounting and monthly payroll statements- <u>Tax Consultancy</u>: Preparation of tax declarations and tax return forms <p>Internal Responsibilities:</p> <ul style="list-style-type: none">- <u>Customer care</u>: Reception and telephone service and customer data maintenance- <u>Administrative tasks</u>: General administrative tasks of day-to-day business

Education

09/24 – today	<p>MSc Business Analytics (University of Warwick)</p> <ul style="list-style-type: none">- Programme Ranking: 3rd UK and 17th Worldwide / High potential scholarship Recipient (30/50)
09/20 – 08/24	<p>BSc Business Administration (University of Applied Sciences Northwestern Switzerland)</p> <ul style="list-style-type: none">- Area of specialisation: Managerial Data Science / GPA: 5.73 / 6.00
08/16 – 07/19	<p>Commercial apprenticeship with a vocational baccalaureate</p> <ul style="list-style-type: none">- Area: Fiduciary and Real Estate / GPA: 5.80 / 6.00

Further education

2018	Language stay Bournemouth, Great Britain (two weeks)
2017	Language stay Dijon and Lyon, France (two weeks each)


Extra-curricular and Voluntary activities

05/19 – today	Accountant KATTV (Table Tennis Association Aargau)
08/22 – 07/24	ESN-Buddy / Student Support for Exchange-Students
01/23 – 07/24	Tutor for Financial Accounting and Mathematics (apprenticeship & university)
09/23 – 08/24	Student assistant in the University library (Olten)

Diplomas & Qualifications

				
Microsoft	English	French	Pebe	RStudio
Word, PowerPoint, Excel, VBA	FCE, CAE	DEL F B2	Accounting Software	Statistics Program



Honors

	<p>Best Bachelor's Degree Business Administration</p> <p>Best Bachelor's Thesis of the Year</p> <p>Final Apprenticeship Thesis with Award</p> <p>Best Apprenticeship Diploma in the canton of Solothurn (vocational school)</p> <p>Best Apprenticeship Graduation in Switzerland in the Fiduciary Sector</p>
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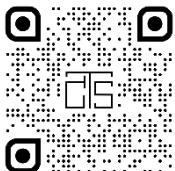
Hobbies

<ul style="list-style-type: none">○ Table Tennis & Coaching○ Meeting friends and having good talks	<ul style="list-style-type: none">○ Motorcycling	<ul style="list-style-type: none">○ Hiking and exploring new places
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References

 <p>Mr. Prof. Dr. Fabian Heimsch Professor for Statistics, Business Analytics and Data Science FHNW fabian.heimsch@fhnw.ch +41 62 957 24 67</p>	 <p>Mr. Kevin Bieber Programme Head Bachelor of Science in Business Information Technology OST kevin.bieber@ost.ch +41 58 257 17 45</p>
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Portfolio Dave Seiler

<ul style="list-style-type: none">○ Bachelor-Thesis: Management Summary, Pictures, Shiny-Demo-App○ University-Projects: Web-Scraper-Video, Machine Learning HTML, Analysis via PCA and Clustering HTML○ Website Link: https://dave-seiler.jimdosite.com	
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