

DOMINIK BURGET



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www.enago.eu/csr

WWW.INSTAGR.AM/DOMBUGI

OBJECTIVE

7 YEARS of cross-industry consultancy & executive experience within HR/Recruitment, PR, FMCG sales & NGO Sector & Start-up Strategy

SKILLS

Communication * Ability to Work under Pressure * Decision Making * Time Management * Self-motivation * Conflict Resolution * Leadership * Critical Thinking * Attention to detail * Adaptability *
CREATIVITY

EXPERIENCE (UK)

QUALITY ASSURANCE INSPECTOR/ALPRO UK

July 2017-December 2017

Short term contract under Adecco Personnel UK

Examination of products for defects or deviations from manufacturer or industry specifications. Ensuring the product meets exceptional quality and expected standards.

Monitoring and recording results of lab tests. Responsible for the final release of the product to the market.

Dealing with store/customer complains.

Alpro is European pioneer and leading the market (700milEUR a year) of drinks and food products (plant-based alternatives to yoghurt and milk) made from soya and other plant-based ingredients.

PRODUCTION&QUALITY OPERATOR/COCA COLA ENTERPRISES MK, UK

March 2017 – June 2017

Short term contract under Adecco Personnel UK

Working in manufacturing process of Coca Cola supply chain. Training for Quality Control Specialist.

Responsible for meeting the target of a specific production line within the operation site (9 lines at the site- trained for 4 – Coke, Monster, Relentless Canning& Capri-Sun Packaging).

Responsible for achieving certified standards for Quality, Food safety and continuous improvement of efficiency within production.

Coca-Cola Great Britain (CCGB) is responsible for 20 beverage brands and more than 80 drinks. There are 6 operation sites in the UK.

SHIFT MANAGER/EURO GARAGES GROUP LTD. UK

October 2016 – Feb 2017

Responsibility for the night operation of retail store & patrol station in Kettering Looking after customer service as well as security and safety (certification).

Dealing with contractors outside of the company (patrol suppliers, retail brand representatives, etc.)

Alongside an innovative approach to roadside retail property, Euro Garages has forged high-profile relationships with nationally and globally recognised retail and convenience brands.



EXPERIENCE (CZ)

PROJECT MANAGER/SERENDIPITY CZ

January 2016 - now

Responsibility for the project of [ENAGO.eu](http://www.enago.eu) (European North American Grant Office). <http://www.enago.eu/csr>

*CSR & Grant Project Management - Writing investment plans (/business plans - LivePlan soft)

* interaction with lawmakers and state authorities of the Czech Republic and European Union to create favourable conditions to support better use of information and communication technologies within the non-profit sector in and outside the Czech Republic

* bringing together IT representatives from non-profit organizations and their partners

* obtaining IT information from the non-profit sector and sharing experience of its members in the field of IT

* arranging training and education in IT for NGOs and individuals

* working on exchange of IT experience/"know how" between local non-profit organizations and further cooperation with international organizations

* running conventions, seminars and working meetings for NGOs and municipalities

CONSULTANT-PHOTOGRAPHER-MANAGER/VIZE PROJECT S.R.O

July 2014-December 2015

Media services/Publishing (Magazines: Agrární Obzor, Potravinářský Obzor, Vinař-Sadař, Vše pro Zeleň, Pivní ročenka, Komunální Revue, Business Life...)

Focus on the agriculture/Food Industry/Science&Research/Patents

PR for the senator Jitka Seitlová (KDU-ČSL)

PR in agriculture – Syngenta, Kubota, PolAgro, Farmet, Pioneer, Monsanto

Marketing & Advertising consultancy for the regional newspaper - Olomoucký Večerník, Hanacký Večerník

AREA SALES MANAGER (MORAVIA)/EUROMEDIA GROUP K.S.

December 2013-June 2014

Responsible for the direct sales team Moravia of one of the biggest publishing houses in the Czech Rep. (owned by the biggest German publishing house Bertelsmann)

Managing team of 15 sales reps. - 6 "mobile" book SRs for Knižní KLUB

Oversight and management of 9 NEOLuxor Book Stores (Moravia)


Direct reporting to the Sales Director in Prague

Acquisition of the new sales opportunities, finding new potential sales locations

Responsible for planning and results of the whole sales team

HR management – Managing job interviews, building the sales team

Motivation and Team-building





EXPERIENCE (CZ)

SALES MANAGER/OVB ALLFINANZ A.S.

June 2012 – December 2013

Building the client base and the team of consultants. Responsibility for 5 consultants, their planning, coaching, Controlling and monitoring. Creating and following weekly and monthly goals.
Regular member of the management counsel. Creating and keeping good relations with managers of partner financial institutions.

Accomplishments

- The best personal production within regional directorate (Moravia) – August 2012
- 3rd the best team leader for 4th quartile 2012 (Olomouc, Prostějov)

KEY ACCOUNT MANAGER/PURE BRANDS CONCEPTS CZ

December 2011 – June 2012

Responsible for sales, of brands: Dermacura and Eco.kid, bio ecobrand start-up in Czech Republic & Slovakia.
Analyzing of the market and applying of the sales strategies, preparing PR for various media.
Planning and managing of sales, direct responsibility for service and communication with accounts – pharmacies and specialized shops. Creating a brand awareness, Communication and propagation with professionals within the health industry – dermatologists, doctors, pharmacists, etc. Presentations at professional event, B2B.
Reporting directly to the English speaking company owners (UK).

Accomplishments


- Setting up operation needed for running the business -Implementation of the new brands to the CZ market – establishing the first business partners
- Lecture for Doctors at the Dermatological Conference in Velke Losiny, Jan 2012 – “New approach in treating the skin diseases, such as eczema, psoriasis, skin allergies...”

PROJECT MANAGER-HR CONSULTANT/ONTRAN TECHNOLOGIES CZ

April 2011 – November 2011
6mths contract

Management of the project: “Requalification, certification, and placement of graduates of the high schools and universities on the IT market” (8mil CZK a year)
B2B – Establishing the contact, negotiation and cooperation with the top market players offering IT jobs (such as Reiffeisen Bank, Ceska sporitelna, PPF, Deutsche Borse, Ness, etc.)
Recruitment of the IT specialists of all levels – from junior position to the top IT managers and developers for the “Ontran specialist database”.
Every-day Business Administration, direct reporting to the CEO. Close cooperation with marketing and technical team, member of the planning team.

Accomplishments

- Successful project resulting in placing 120 re-qualified IT graduates annually, in leading financial institutions
 - Putting together documentation for the strong project, in cooperation with the schooling center – successful funding from the EU and start-up
 - Setting up the team of 4 top senior IT specialists capable of building new financial institution systems (All experienced 25+ years in IT, ex-CIOs of main global financial players)
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EXPERIENCE (CZ)

RECRUITMENT CONSULTANT-HEADHUNTER/GRN CZECH REPUBLIC PRG, CZ

July 2010 – June 2011

Providing recruitment solutions for the corporate business partners, specializing in Entry-Senior level management in Information technology/Telecom, Banking & Finance, Legal, Business and Management Consultancy sectors. Scouting for the top professionals in the market. I was in charge of the IT desk, and cooperated with team on other sectors, such as Finance, Legal, FMCG, etc. Responsible for team of 2 search consultants.

Main accounts: Dell, Deutsche Borse, Tesco, PwC, LG

Everyday meetings with candidates, business administration (Microsoft Office, CAPS database and management system). Reporting directly to the CEO (American).

Accomplishments

- 17th best placement of the Month (March) within GRN network (over 152 offices worldwide- 1000+ head-hunters) - Successful placement of the Finance Manager for Tesco
- Maintaining the good relations with established corporate clients

COORDINATOR AT PR DEPARTMENT/CITY HALL OF PRAGUE (MHMP)

March 2009 – July 2010

Responsible for preparation of international conferences at the City Hall, press conferences for medias, Council meetings, events at the Mayor's residency, etc.


(March 2008- May 2009 Travelling around the USA, Caribbean)

COMMUNICATION AGENT/DONATOR O.P.S CZ

Jan 2006 – December 2007

Working for non-profit organization concentrating on the social minorities within the Czech republic, funded by the US financial institution. Agent, as a "middle person" for communication in between the Czech company and the US, UK partners.

Also responsible for the translation of documentation from English to Czech, and vice versa. Obtained business VISA to the US based on the job. Close cooperation with the minority advisor of the Czech prime minister.



CERTIFICATIONS

SMTS BP (British Patrol) Health&Safety + First Aider
Coca-Cola Training Health&Safety

Complete HR certification bundle 2017:

These courses are internationally recognized and accredited by the International Association of Training Standards IAOTS.



Accredited & Endorsed Member
International Association of Online Training Standards

Certified in **Managing Human Resources** course
Certified in **Business Succession Planning** course
Certified in **Developing a Lunch and Learn** course
Certified in **Employee On-boarding** course
Certified in **Employee Recruitment** course
Certified in **Generation Gaps** course
Certified in **Hiring Strategies** course
Certified in **Measuring Results from Training** course
Certified in **Millennial Onboarding** course
Certified in **Talent Management** course
Certified in **Train The Trainer** course
Certified in **Workplace Diversity** course
Certified in **Workplace Harassment** course
Certified in **Workplace Violence** course

Previous various Soft-skills, Sales, Managerial and Personal Development Courses

NLP Course

2007-2009

University of Northern Virginia (UNVA)

- BSBA bachelor program (Business science & Business Administration)
- Transferred from the Charles University (Unfinished degree)

2006.2007

Law School of Charles University in Prague, Czech Rep.

- Master program of law and law science

2005

GED (General Educational Development Diploma) at DeKalb Technical Institute in GA, USA

2004.2005

Tucker High School, Georgia, USA

- Senior as an exchange student

1998.2006

Grammar School (Gymnasium) Konice, Czech Republic

- Graduated with Honours

VOLUNTEER EXPERIENCE & CAUSES

Presidential Campaign Doctor Marek Hilser (CZ) `16-17 help with organizing collecting signatures and organizing debates

Campaign against Gambling '16 – Member of the Organization team of regional political group Občané pro Olomouc in Olomouc region (CZ)

April 2014 = March 2016 Head of KSOLK Media Department for Czech Pirate Party (Kr.Sdr.Olomoucky kr.)



Pirate Party Member since 2013

[B4BC \(Boarding For Breast Cancer\)](#)



Mentor May 2007 – September 2009 (USA)

Organising side B4BC program at VANS Warped Tour

LANGUAGES

Czech Excellent written and oral skills (native speaker)

English Excellent written and oral skills (16 years)

German Basic written skills (5 years)

REFERENCES UPON REQUEST AVAILABLE

