



# Dominik Balga

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**Date of birth:** 24/07/1996 | **Nationality:** Slovak | **Gender:** Male |  
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## ● WORK EXPERIENCE

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01/09/2021 – CURRENT – Bratislava, Slovakia

### **DATA INTEGRITY ASSOCIATE – SWISS RE**

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This is my current position. The position is very Data-driven and requires a responsible approach and a lot of logical and analytical thinking. There is a lot of space to innovate and bring new ideas to improve BaU processes.

My main responsibilities are:

- Input of sensitive account and payment settlement instruction data
- Communication with Banks, Beneficiaries, and Custodians of the company
- Small internal team projects (query management tool for team, automation of internal reports, Innovative data solutions)
- Responsibilities in bigger department-wide projects (Data migration)
- Cleanup of incorrect data and errors in the database
- Reconciliation of discrepancies between various systems and golden copy data
- administration and creation of Ad hoc Power Bi reports

01/04/2021 – 01/09/2021 – Bratislava, Slovakia

### **CLIENT READINESS OPERATIONS SUPPORT – SWISS RE**

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This position was an internship in the Asset management department of an international Reinsurance company.

My main responsibilities were:

- creation of reports on a daily, weekly, monthly, and quarterly basis
- Automation of said reports
- input, administration, and check of data in an internal database

21/09/2019 – 31/03/2020 – Bratislava, Slovakia

### **INTERNATIONAL TRADE ASSISTANT – ROAL GROUP S.R.O.**

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This job required a more creative and proactive approach to work. I learnt how to rely on my capabilities to solve the issue.

My basic responsibilities were:

- Small projects (International exhibitions)
- Communication with the company's ambassadors
- Administrative work
- Communication with foreign and domestic authorities
- Assistance to other departments (HR, Marketing)
- Proactive and initiative work

20/05/2019 – 16/09/2019 – Washington D.C., United States

### **LIFEGUARD – PREMIER AQUATICS**

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## EDUCATION AND TRAINING

01/09/2020 – 12/07/2022 – Nitra, Slovakia

**MASTER'S DEGREE - QUANTITATIVE METHODS IN ECONOMICS** – Slovak University of Agriculture in Nitra

**Address** Nitra, Slovakia | **Website** <https://fem.uniag.sk/en/home/>

21/09/2017 – 15/07/2020 – Nitra, Slovakia

**BACHELOR'S DEGREE - BUSINESS MANAGEMENT** – Slovak University of Agriculture in Nitra

**Address** Nitra, Slovakia | **Website** <https://fem.uniag.sk/en/home/>

01/09/2011 – 30/06/2015 – Veľký Krtíš, Slovakia

**GRADUATION** – Secondary vocation school in Veľký Krtíš

**Address** Veľký Krtíš, Slovakia

## LANGUAGE SKILLS

Mother tongue(s): **SLOVAK**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
<b>ENGLISH</b>	C1	C1	C1	C1	B2
<b>HUNGARIAN</b>	B2	B2	B2	B2	B1

*Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user*

## DIGITAL SKILLS

### My Digital Skills

Microsoft Word - Advanced | Microsoft Excel - Advanced | Microsoft PowerPoint - Advanced | Microsoft Outlook - Advanced | Microsoft Access - Advanced | SAS Enterprise Guide | Python - Intermediate | PostgreSQL | Power BI | VBA

## DRIVING LICENCE

**Driving Licence:** B