First Lastname

Financial economist

Contact

Name Lastname

0707 – XX XX XX

namn.namnsson@gmail.com  
Address

[LinkedIn](http://www.linkedin.se/namnnamnsson)

Relevant knowledge

Drivers license – B license

Knowledge – Intermediate

Knowledge – Intermediate

Language

Swedish – Mother tongue

English – Working proficiency

German – Beginner

Merits & other relevant assignments

Cashier

Football team Starplay|2011– 2012

Mission of trust as cashier in the local football team. Responsible for payments, income from sales and basic accounting.

Chairman of education committee

Gothenburg University|

2012 – 2014

As chairman, I represented the students in educational matters and ran projects to promote education outside of the students’ regular studies. A part of the committees’ management group.

Work Experience

Administator

Company of Administration | june 2017 – july 2022

At the Company of Administration I was responsible for the operation of the office, which includes everything from staffing and reception to mail handling and booking conferences. The work required structure, accuracy and the ability to handle additional, unforeseen tasks.

Titel of role

Company name | june 2014 – june 2017

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Titel of role

Company name | Part time + summer job during studies, june 2012 – juli 2014

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Titel of role

Company name | Part time during studies, aug 2011 – may 2012

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Education

Bachelor’s degree in business economics

**Gothenburg University |** june 2011 – july 2014

Bachelor in Business Economics, 180 hp

Business economics with specialization in marketing

Extracourse i National economics and Statistiks

Course i Labour Law

**Gothenburg University |** aug 2011 – dec 2011

Extra course in Labour law, 30 hp

Included a project on the new regualtions 2022, 15 hp

highschool i Economic program

**Polhemskolan Lund |** june 2007 – july 2010

(When including education several years ago, explanatory text is rarely relevant. Add only explainatory text if relevant to the position.)