Lilla Tóth

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Profile

A highly motivated and adaptable professional with a diverse background in logistics, project management, and freelance work, I excel in dynamic environments that demand strong organizational skills, quick learning, and creative problem-solving. With extensive experience working independently, I am self-disciplined, reliable, and adept at managing complex tasks without direct supervision. Known for leading teams, meeting tight deadlines, and delivering high-quality results, I bring a proven track record of optimizing processes and achieving organizational goals. I am eager to contribute my versatility, dedication, and ability to thrive in remote settings to a forward-thinking organization.

Work experience

01/2020 – present
Aalborg, Denmark

Team coordinator, logistics
PWT Brands
Team Leadership & Development: Supervised teams of 5–15, trained new hires, and fostered collaboration to consistently meet deadlines and boost performance.
Process & Scheduling Optimization: Coordinated goods scheduling and used data insights to streamline workflows, improve efficiency, and meet tight delivery targets.
Cross-Functional Collaboration: Enhanced communication across departments to drive project efficiency and cohesive teamwork.

01/2019 – 01/2020
Aalborg, Denmark

Operations coordinator
PWT Brands
Logistics Coordination: Oversaw transport, warehousing, and distribution to maintain a 98% on-time shipment rate.
Cross-Team Communication: Bridged logistics, customer service, and supply chain teams to resolve issues and align workflows.
Performance Improvement: Used data to cut inefficiencies and reduced shipping errors by 15% in six months.

01/2019 – present

Freelance Translator and Subtitler
Subtitle Production: Created accurate, culturally appropriate subtitles for major streaming platforms.
Independent Project Management: Handled multiple remote projects with strong time management and problem-solving skills.
Deadline Reliability: Maintained a 100% on-time delivery rate under tight deadlines.
Global Collaboration: Coordinated smoothly with international clients to align expectations.

07/2014 – 12/2018
Aalborg, Denmark

International project manager
InterCollege ApS
Secured EU Funding: Wrote successful proposals for educational initiatives and strategic partnerships.
Training Development: Designed training materials to support project rollout and stakeholder engagement.
Team & Event Leadership: Led interns and facilitated group activities for 20–60 participants.
Partner Coordination: Bridged communication between internal teams and external

Work experience

partners.
Project Compliance: Managed reporting to meet deadlines, budgets, and EU regulations.

01/2014 – 07/2014
Aalborg, Denmark

Project manager intern
InterCollege ApS
Proposal Support: Conducted research and drafted content for EU-funded educational project proposals.
Team Collaboration: Coordinated meetings and contributed creative ideas for strategic partnerships.
Project Assistance: Helped organize activities, handled admin tasks, and supported senior team members.

Education

01/2024 – present

Front End Developer
SheCodes
Frontend Development: Building responsive, user-friendly interfaces using HTML, CSS, and JavaScript.
React.js: Learning to develop dynamic web applications with components, props, and state management.
Code Editing & Tools: Working efficiently in Visual Studio Code with extensions and debugging tools.
Styling Frameworks: Exploring layout and design with Bootstrap and Tailwind CSS.
API Integration: Connecting frontend applications to external data sources via APIs.
Web Hosting & Deployment: Gaining experience in deploying and maintaining live websites.
SEO & Accessibility: Learning best practices for search engine optimization and inclusive design.
AI Integration: Experimenting with AI tools to enhance interactivity and functionality.
Version Control: Using GitHub for project collaboration, version tracking, and code management.
Python (Basic): Understanding foundational Python concepts for automation and scripting.

09/2013 – 01/2016
Aalborg, Denmark

Culture, Communication, and Globalization
Aalborg University

09/2010 – 06/2013
Budapest, Hungary

Philologist in English
Kodolányi János University

Skills

LANGUAGE SKILLS

Hungarian

English

Danish

Strengths

Adaptability Teamwork Multitasking Independence Critical thinking

Time-management Problem-solving Working under pressure Attention to detail

Learning from mistakes Remote work