



# Lucas Hoff Schmidt

MSc in Business Administration and Commercial Law with analytical competencies

Master in Business Administration and Commercial Law with a strong technical toolkit in data analysis and IT systems. Through certifications in SQL, Python, Power BI, and Dynamics 365, I have built a solid foundation for working with complex datasets, process optimization, and business support.

My strength lies in combining a rigorous methodical approach with technical skills ranging from backend logic to data visualization. This enables me to dive into the details without losing sight of the bigger picture—whether the task involves GDPR, data analysis, or the optimization of business workflows.

## Portfolio

<https://lucashoffschmidt.github.io/>

### Digital Business Development & Technical Specialization (Jan 2024 – Dec 2025)

- Business Analysis & CRM: Exercised data cleaning, modeling and visualization using Power BI and applied Dynamics 365 for the optimization of administrative workflows.
- Process Optimization & Data: Used Python and SQL for the systematic processing of data, focusing on ensuring data quality and generating insights.
- Systems Understanding: Acquired a strong foundation in data structures and backend logic, leading to a good understanding of how systems interconnect and function in practice.

## Work Experience

### Student Assistant | Saint Gobain Distribution Denmark (May 2022 – Jun 2023)

- Data Analysis & Control: Reconciled accounts payable vouchers and investigated irregularities in accounting data via Excel, ensuring high data quality for financial reporting.
- Compliance & GDPR: Reviewed contracts to identify risks and assisted in securing GDPR procedures for the handling of sensitive data.
- Process Optimization: Developed clear user manuals for structuring workflows, streamlining onboarding and ensuring consistent data processing.

### AGM Assistant | Euronext Securities (Mar 2024 – Apr 2024)

- Data Management: Ensured accurate registration of shareholders under fixed deadlines and strict regulatory requirements.
- Support: Provided guidance and support to shareholders regarding complex procedures for participating in general meetings.

### Mentor | Mentor Danmark (May 2022 – Jun 2023 / Oct 2024 – Feb 2025)

- Knowledge Sharing: Developed targeted material that simplified complex topics, demonstrating the ability to make dense information easily understandable for diverse audiences.

## Contact Information

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## Competencies

### Legal Method and Processes

- Compliance
- Contract Analysis
- Facilitation
- Coordination

### Data & Analysis

- Power BI
- Excel
- Dynamics 365
- SQL
- Python

## Certificates

### Business & Systems

- Microsoft Dynamics 365
- Microsoft Business Analyst

### Data Analysis

- Microsoft Power BI
- IBM Data Science
- Datacamp Data Analyst

### Development

- CourseCareers Backend Development

## Languages

- Danish (native)
- English (fluent)

- Planning: Organized structured learning programs based on an identification of specific needs and academic challenges.

### **Independent Product Developer | Mysteritas (Jan 2020 – Dec 2023)**

- Problem Solving & Logic: Built gaming apps in C#, designing the underlying logic to ensure system stability and error-free performance.
- User Insights: Analyzed user interaction patterns within the apps and utilized these insights to optimize the user experience.
- Compliance & Administration: Managed everything from terms of service and trademarks to daily bookkeeping and VAT reporting, requiring high levels of structure and precision in data handling.

### **Cinema Operator & Café Assistant | Værløse Bio & Café (Mar 2014 – Sep 2017)**

- Managed technical operations and troubleshooting of playback equipment, daily cash reconciliation and customer service in the café.

### **Sales Assistant | Netto (Jun 2013 – Apr 2014)**

- Assisted and guided customers in a fast-paced environment, where the ability to prioritize and work efficiently was essential.

## **Volunteer Work**

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### **Event Coordinator | FutureGrowth (Nov 2023 – Apr 2024)**

- Coordination: Planned entrepreneurship workshops, managing logistics and communication with external guest speakers.
- Facilitation: Supported the participants' progress throughout the sessions to ensure they gained maximum value from the content.
- Feedback: Collected participant feedback to improve and tailor future workshops.

## **Education**

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### **MSc in Business Administration and Commercial Law (cand.merc.jur.)**

Copenhagen Business School | 2021-2023

Selected course: *Strategic Contracting in an International Perspective*  
(Grade: 12 / 12)

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### **BSc in Business Administration and Commercial Law (HA.jur.)**

Copenhagen Business School | 2017-2020

- Selected course: *Basic Statistics for Business and Economics*  
(Grade: 12 / 12)