

EMIL MADSEN

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ABOUT

I am a 22-year-old student studying Medialogy at Aalborg University in Copenhagen, with experience as an administrative sales assistant at Snevagten. In my role, I have developed my collaboration skills and the ability to thrive in a corporate culture where teamwork is essential for success.

In addition to my administrative skills, I have in-depth technical expertise, particularly with Windows computers. I am also interested in photography and drones and I often spend my free time improving my skills in these areas.

EDUCATION

Aalborg University in Copenhagen Medialogy	Started August 2023
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Slotshaven Gymnasium Study programme: Mathematics and Physics Elective courses: Social Science B, Psychology C, Astronomy C	Graduation June 2020
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SKILLS

Design and modeling tools: SketchUp, Revit, AutoCAD, Microsoft Office

Programming: HTML, CSS, C# , C++

Data analysis and statistics: Excel

EXPERIENCE

Snevagten A/S, Administrative Sales Assistant	Maj 2022 – Now
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- Assisting the sales team in the company with administrative tasks.

School (Bramsnæsvisgskolen), Substitute teacher	Sep 2021 - Feb 2022
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- Substitute teacher for grades 1 through 9.

Kindergarden (Børnehuset Holbæk Have), Pedagogical assistant	Dec 2020 - Maj 2021
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- Full-time pedagogical assistant, with a focus on a single classroom.

Kvickly, Sales assistant	Jun 2017 - Jan 2021
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- Sales assistant and closing manager.

OTHER SKILLS

Design: Lightroom, Photoshop,

Miscellaneous: Word, PowerPoint, Windows

PERSONAL

Languages

Danish: Fluent (Native Language), English: High level

Certificates

Drivers license, Diploma

Free time

Often used on my hobbies, photography, computers and time with my family