

Jane Doe

Business Graduate

An independent and self-motivated business graduate with proven and tested business, procurement, sales, and marketing skills. A strong link between theory and practice from an MSc, practical internships and a part-time job.

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EDUCATION

MSc - Global Business Management

The University of Chicago

09/2015 - 06/2017

Thesis

- "Global Mindset - a Requirement for Global Organizations and Global Leaders"

BSc in International Business

The University of Chicago

09/2012 - 06/2015

Main Courses

- Corporate Communication
- International Economics
- Corporate Governance
- Risk Management of Multinational Enterprises

WORK EXPERIENCE

Business Development Representative

AirState Solutions

11/2016 - 10/2017

Achievements/Tasks

- Reviewed constantly the customer feedback and then suggested how to improve processes and service levels.
- Successfully overcome personal targets of outbound leads for 3 months in a row.
- Improved communication between the Sales and Technical department by introducing and implementing a new communication system.

VOLUNTEER EXPERIENCE

Volunteer in the Student Organization

The University of Chicago

03/2014 - 12/2016

Achievements

- In charge of organizing Kick-Off activities for approximately 250 international students in 2015 and 2016.
- Increased the social media presence of our student's organization by 48% in 2014.

TECHNICAL SKILLS

Digital Marketing

Google AdWords. Google Analytics. SendGrid. Hubspot Sales. Facebook for Business. Typeform.

Business, Research and Data Analysis

Proficient User in Microsoft Excel & Powerpoint. Mendeley. NVivo. Surveyxact.

SOFT SKILLS

Verbal and Written Communication

Storytelling

Critical Thinking

Public Speaking

PERSONAL PROJECTS

Co-founded "Ernest Hemingway Book Club" (2013 - Present)

- A literature club which at the moment has 160 active members.

Launched a recycling program for the Business Campus (2014)

- Created materials and informed all the students on the campus to differentiate and be aware of their waste and care about the environment.

PERSONAL ACHIEVEMENTS

Finished the Chicago Marathon 2 times (2015 - 2016)

One of the six World Marathon Majors. Both times finished it under 3h 30min.

Read at least 40 books per year (2014 - Present)

Personal goal set on goodreads.com

LANGUAGES

English



German



Swedish

