

## PERSONAL INFORMATION



## Santa Baltmane

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 (+31) 6 2935 9066  
 baltmane.santa@gmail.com  
 www.linkedin.com/in/santa-baltmane  
 sabapolio.netlify.app (*programming portfolio web-site / my projects*)

Sex Female | Date of birth 13/09/1988 Nationality Latvian

## WORK EXPERIENCE

April 2017 - Present

### Receptionist

ClinkNOORD Hostel. Badhuiskade 3, 1031 KV, Amsterdam.

- Guest hosting, administration and communication with customers.

September 2011 – February 2017

### Waitress

Restaurant Saint Morris, Oudezijds Voorburgwal 163, 1012 ET, Amsterdam.

- Customer service

February 2009 – July 2010

### Personal assistant

Freelance Entrepreneur Assistant. Riga, Latvia

- Assistance and communication with potential and existing clients.

September 2007 – February 2010

### Waitress

Hotel Avalon Riga. 13.janvara iela 19, Riga

- Customer service

## EDUCATION AND TRAINING

September 2010 – July 2011

### Bachelor in Business Administration

CAH Dronten University of Applied Sciences (The Netherlands)

- Budgeting and Control, Policy and Project representation, EU Policy, Project tendering, etc.
- Study Program – EU Funds Management.

September 2007 – July 2010

### Bachelor in Economics

Latvian University of Agriculture (Latvia)

- Economics, Math, Finance, Statistics, Accountancy, Business, Entrepreneurship, Information technology, Law, Management, Marketing etc.
- Study Program – Economics and Law.

September 2018 – Present

### Self-taught programming (Python, HTML5, CSS)

More info under "Digital skills"

## PERSONAL SKILLS

### Languages:

**Latvian** (Native)  
**English** (Fluent)  
**Russian** (Fluent)  
**Dutch** (Intermediate, conversational)

### Digital skills

- **Back-End:** Python, JavaScript, Pyinstaller, tkinter, JSON, CSV, OOP
- **Front-End:** HTML5, CSS3, Sass, Bootstrap
- **Web Development:** Flask, Django (WD frameworks)
- **Databases:** SQLite, MySQL, PostgreSQL
- **Other Technologies/Tools:** Figma, Atom, Gimp, Jupyter Notebook, Git, Github

### Other skills

- Social, intercultural and advanced communication skills gained through working and studying in an international environment with people from different cultural and social backgrounds.
- Ability to work under pressure, fast problem solving and multitasking due to the work experience in customer service.
- Creative, artistic and out-of-the-box mind set, due to personality characteristics and hobbies.
- Highly organised, critical, observing and detail-oriented (analytical).

### Driving license

Yes (B)

## ADDITIONAL INFORMATION

### Courses

- Udemy Online Courses (Python, Tkinter, UX Design, Flask)
- Intensive Dutch Course B1 and Certificate (February – March 2017).
- GMAT Course ( February 2014)
- Nederlands als Tweede Taal Programma 1 Course and Staatsexamen. (November 2012 – November 2013.
- Intensive English Course (August – 2010).

### Thesis and Internship Research

- **Batchelor Thesis** (Analysis of the Foundation and Performance Possibilities of Business Consultancy Company “Padoms” Ltd in Latvia and the Netherlands).
- **Internship Research** (New Food Chain Models and Benchmark of Regional Food Chain for Eemlandhoeve Bio Farm).