

CURRICULUM VITAE - DANIËLLE NEELEMAN



Personal information

<i>Name</i>	Daniëlle Neeleman	<i>Telephone</i>	+49 15 784 323 657
<i>Address</i>	Meyerbeerstraße 19 13088 Berlin, Germany	<i>Date of birth</i>	15.07.1986, Rotterdam
		<i>E-Mail</i>	daantjen@hotmail.com
		<i>Nationality</i>	Dutch

Education

2021- 2022	CareerFoundry, Full Stack Web Developer course, graduated
2010- 2013	Rotterdam University, University of applied sciences, International Business and Languages Department. Bachelor of Business Administration (BBA).
2012- 2013	Hochschule für Technik und Wirtschaft, Berlin, Betriebswirtschaftslehre (exchange semester)
2006-2009	ROC Zadkine Hospitality and Tourism, Rotterdam, Hotel Management College, graduated
2004-2005	Rotterdam University, University of Applied Sciences, Small Business and Retail Management Department
1999.2004	Melanchton College Rotterdam, Secondary Modern school, graduated

Internship experience

02/2013-06/2013	Thesis: Export plan for XSPlatforms, a company that makes different products and solutions to work safely at heights, Gorinchem, The Netherlands
08/2011-12/2011	Online Marketing at Selva-vida sin Fronteras, a non-profit organisation that stands up for the rights of the indigenous people in the jungle, Quito, Ecuador
01/2009-05/2009	Sales and Reservations at Starwood Hotels & Resorts, Cork, Ireland

07/ 2007-12/2007 Food & Beverage employee at The Burlington Hotel, a 4-star hotel and the biggest business hotel in Dublin, Ireland

Work experience

- 07/2019-03/2021 Content Editor at Tournalane GmbH, Berlin, Germany
- Responsible for all activities concerning the Dutch market
 - Development and execution of SEO best practices to improve online visibility and quality
 - Monitoring of the Tournalane.nl website
 - Creating and updating content for diverse purposes
 - Correcting and editing texts (proofreading)
 - Managing a group of freelancers
 - Support in quality management
 - Content translation (DE-NL, EN-NL)
- 11/2017-03/2019 Online Marketing & Content Manager at Wimdu GmbH, Berlin, Germany
- Responsible for all activities concerning the Dutch market
 - Development and execution of SEO best practices to improve online visibility and quality
 - Monitoring of the Wimdu.nl website using a variety of marketing tools
 - PR activities with influencers, bloggers and industry related websites/online magazines
 - Creating and updating content for landing pages, blog and Facebook
 - Creating visual content in collaboration with graphic designers and using different online design tools
 - Content translation (DE-NL, EN-NL)
- 01/2015-10/2017 Online Editor at Performics, Berlin, Germany
- Creating editorial articles (off page SEO)
 - Independent creation of search engine-relevant content (on page SEO)
 - Correcting and editing texts (proofreading)
 - Support in quality management
 - Helping with diverse SEO projects
 - Keyword Research for SEO using Google AdWords
 - Content translation (DE-NL, EN-NL)
- 01/2014 – 12/2014 Content Management at Zalando Lounge, Berlin, Germany
- Zalando Lounge:
- Translation of product descriptions (DE-NL)
 - Language quality check and correction
 - Copywriting
- Zalando Lounge Magazine:
- Content translation (EN-NL, NL-EN)
 - Creation of on page articles
 - Outreach

Languages

Dutch	C2, Native
English	C1, Very good
German	C1, Very good

Skills

- Proficient in Microsoft Office including Excel and Powerpoint.
 - Excellent written and verbal communication skills.
 - Excellent editing skills.
 - Able to translate complex text into easily readable material.
 - Basic knowledge of HTML.
 - Analytical.
 - Quick Learner.
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