

# CURRICULUM VITAE

## PERSONAL INFORMATION AND CONTACT DATA

**Joke Heyndels**  
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**21 juni 1984**  
Belgian

## LANGUAGES

Dutch	native speaker
English	fluent (spent 7 months in Ireland)
French	basic

## COMPUTER

### Full-Stack Software Developer:

1. HTML5
2. CSS3
3. Bootstrap
4. JavaScript
5. Python (including Flask and Django frameworks)

### European Computer Driving Licence: Certificate obtained

1. Word 2003
2. Excel 2003
3. Internet and Outlook
4. Windows XP
5. PowerPoint 2003
6. Access 2003

## EDUCATION

<b>Code Institute</b>	Dublin	07/'18 – 02/'20
<b>Full-Stack Developer</b>	(Online)	
<b>De Kiem</b>	Aarschot	11/'06 – 01/'08
<b>Administrative clerk</b>		
<b>Don Bosco</b>	Haacht	09/'01 – 07/'03
<b>Humane Sciences</b>		

## VOLUNTEERING

<b>Student Lead Full Stack Frameworks (Django)</b>	Code Institute	03/'20 – 05/'20
<b>Student Lead Practical Python (Flask)</b>	Code Institute	12/'18 – 03/'19
<b>Coach</b>	CoderDojo Lier	11/'18 – present

## WORK HISTORY

<b>Mivas</b>	Label-printer	Lier	04/'12 – present
<b>Agentschap Ondernemen</b>	Administrative clerk	Antwerp	08/'11 – 01/'12
<b>LIDL Belgium</b>	Sales	Berlaar	06/'10 – 08/'10
<b>Build-A-Bear Workshop</b>	Bear Builder (Sales)	Wijnegem	09/'09 – 03/'10
<b>Belgacom</b>	Callcenter Operator	Antwerp	02/'09 – 08/'09
<b>CRS bvba</b>	Administrative clerk / Receptionist	Leuven	01/'08 – 07/'08
<b>Various agencies</b>	Various temping jobs	Multiple locations including: <ul style="list-style-type: none"> <li>• Region Vlaams-Brabant</li> <li>• Sligo, Ireland</li> <li>• Clonakilty, Co. Cork, Ireland</li> </ul>	10/4 – 11/'06
<b>Kruidvat</b>	Sales	Kamphenhout	09/'04 – 10/'04

## INTERNSHIPS

<b>Mivas Lier</b>	Label-printer	Update and print various labels, maintain and use printers	03/'12
<b>Agentschap Ondernemen Antwerpen</b>	Administrative clerk	Telephone and physical reception (receiving customers, guiding to meeting rooms etc.), booking meeting rooms, preparing correspondence for mail, modifying data / entering database, various small tasks in MS Office (Excel & Word)	04/'11 – 07/'11
<b>CRS bvba Leuven</b>	Administrative clerk	Correspondence, telephone reception (taking messages and passing on, diverting where necessary), receiving customers, preparing meeting room.	07/'07 – 01/'08
<b>Wijkgezondheids-centrum De Ridderbuurt Leuven</b>	Administrative clerk / Receptionist	telephone reception, reception desk, preparing correspondence for mail, making appointments in custom calendar program	04/'07 – 06/'07