

Juan-Bernardo Rivero

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UNICEF

Hiring Manager

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Geneva, 27.10.2025

Subject: Application - Consultant (Donor Roundtable Event Coordinator)

Dear Hiring Team at UNICEF,

With over 15 years of experience in business development and project management, I am excited to apply for the Consultant position at UNICEF. My background in coordinating multicultural teams and managing complex projects aligns well with the requirements of this role, particularly in planning and executing donor engagement events.

I possess strong organizational skills, demonstrated by my ability to manage logistics and stakeholder communications effectively. My trilingual proficiency (English, French, Spanish) enhances my capability to engage with diverse donor groups and facilitate cross-cultural collaboration.

In my previous roles, I successfully led initiatives that required meticulous planning and execution, resulting in increased donor engagement and satisfaction. My experience in market analysis and data-driven strategies has equipped me with the tools to design impactful event agendas that resonate with stakeholders.

I am available to start immediately and am open to travel as required for the role. I look forward to the opportunity to contribute to UNICEF's mission and make a meaningful impact on youth engagement in climate action.

Kind regards, In practice, that means I work on the work with attention to clarity. I prefer concrete steps — defining the scope, setting a simple plan, and adjusting based on feedback. I keep it readable: short updates, a clear call-to-action, and timelines people can accept.

Juan-Bernardo Rivero