

Personal Information:

Surname / First name

GONDOVÁ, Terézia

Address

Na Kopečku 1284/2, Prague 8, 180 00 – Libeň, Czech Republic

Phone

+420 792 434 300

E-mail

terezia.gondova@gmail.com

Nationality

Slovak

Working Experience:

Occupation or position held

Analyst/Tester (October 2018 – May 2019)

Main activities and responsibilities

- involved in SDLC of application from area of leasing (part of – controls, new clients), developed in .NET environment

- testing and support of application, investigation of findings announced by customers

- working on requirements and writing documentation

- communication with developers and stakeholders (about possibilities, requirements, pricing,...)

Name and address of employer

FBL Group s.r.o., <http://www.fbl.cz/>, Prague, Czech Republic

Information Technology

Occupation or position

DEUTSCHE BOERSE GROUP (March 2016 – September 2018):

Main activities and responsibilities

Index Analyst – Corporate Actions (February 2017 – September 2018)

- research and implementation of corporate actions for equities (e.g. dividend payments, stock splits, spin-offs, M&A activities, IPOs) for STOXX and German DAX indices, announcement to customers

- periodic review of indices and performing the checks

Stoxx Limited, <https://deutsche-boerse.com/dbg-en/>, Prague, Czech Republic

Finance – global index provider

Occupation or position held

Financial Officer – Cash Processing (April 2016 – January 2017)

Main activities and responsibilities

- creating, processing, investigation of Swift messages

- manage connectivity processes related to client, accounts or BIC maintenance, handling with Power of Attorney and Organizational Units

- authorize/release in-house instructions

Clearstream Operations Prague s.r.o., <https://deutsche-boerse.com/dbg-en/>, Prague, Czech Republic

International Central Securities Depository - supplier of post-trading services

Occupation or position held

Operation Specialist (May 2014 – September 2015)

Main activities and responsibilities

- processing of requests regarding to set up of static data of external client received from ING branches

- updating of - Exchange Rates, Daily Rates, procedures

- Static Data Maintenance (opening, modification of - charges, setup name, address, blocking instruction..., closing of Customers, Accounts), E-Commerce Management (capturing and modifying Clients)

- uploading of New Authorized Signatory (in Russian Alphabet),

Name and address of employer

ING Commercial Bank, s.r.o., <https://www.ingwb.sk/en/home> Bratislava, Slovakia

Part Time:

Contractor - **IBM International Services Centre**, s.r.o., Bratislava (2014)

Operator of Geodata Creation - **MAPA Slovakia Digital**, s.r.o, Bratislava (2012-2013)

Operator of Data - **Statistical Office of the SR**, Bratislava (2012)

Education and training:

Mother tongue	Slovak										
Self-assessment European level (*) English German Russian	Understanding				Speaking				Writing		
	Listening		Reading		Spoken Interaction		Spoken Production				
	C1	Advanced	C1	Advanced	C1	Advanced	B2	Independent	B2	Independent	
	B1	Intermediate	B1	Intermediate	A2	Basic User	A2	Basic User	A2	Basic User	
	A1	Basic User	A1	Basic User	-	-	-	-	A1	Basic User	
(*) Common European Framework of Reference (CEF) level											
COMPUTER SKILLS											
	Web Development				HTML, CSS (fundamental)						
	Editor				MS Office Suite						
	Programming Language				Python (fundamental), Java (fundamental)						
	Database Management System				SQL						
	Deployment Tool				SVN, Mantis						
	Trading Information Platform				Bloomberg Terminal, Thompson Reuters Eikon, IDC, UnaVista						
	Raster Grahpic				Photoshop						
	Geographical Platform				ArcGIS						
	Python - Beginners Course PyLadies (2019) → <i>PyLadies, Prague</i> Java 1 (2019) → <i>CzechITas, Prague</i> Web Design (2019) → <i>CzechITas, Prague</i> ISTQB – Certified Tester Foundation Level (2019) → http://scr.istqb.org/ Introduction to SW testing (2019)→ <i>Tesena, Prague</i> Accounting Course (2013) → <i>Agentúra JASPIS s.r.o., Bratislava</i> Digital Painting (2018) → <i>Draw Planet, Prague</i>										
	Subject Name of organization	October 2015 – December 2015 Intensive German Language Course (B1) <i>Goethe-Institut Düsseldorf, Immermannstraße 65, 40210 Düsseldorf</i>									
	Qualification Principal subjects	2011 - 2013 Human Geography and Demography in Public Administration - Spatial Planning, Regional analysis, Quantitative Methods - Regional politics, Development and planning, Management in Public Administration, Political Geography - Internationalization and Globalization									
Name and type of organization Title of qualification awarded		<i>Comenius University, Faculty of Natural Sciences, Bratislava</i> Mgr.									
	Qualification Principal subjects	2008 - 2011 Geography and Cartography - Mathematics, Statistical Methods, Systems Theory, Remote Sensing, Geographical Information Systems, Cartography, GIS Database, Database Design - Urban Economy, and Development, Public Administration, Demography and Demogeography									
Name and type of organization Title of qualification awarded		<i>Comenius University, Faculty of Natural Sciences, Bratislava</i> Bc.									
	OTHER SKILLS	- organized person, motivated, keen attention to detail, strong team player, analytical skills									
HOBBY	- painting (digital painting and water colour), photos editing, hiking, working out										