

Ing. Veronika Slavíková - Curriculum vitae

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Driving License: Yes, active driver

Date of Birth: 06/12/1979

Nationality: Czech

Linkedin profile

Professional Summary

A goal-oriented professional with a passion for languages and a track record of effective communication and data management. I leverage a unique background in landscape architecture, project management, and public engagement to provide technical and administrative support, coordinate complex projects, and deliver compelling presentations. A fast learner with a positive mindset, I am adept at fostering strong working relationships and am always seeking opportunities for professional and intellectual growth.

Work Experience

Manager for Communication, SYNERGYS Project *Faculty of Science of Charles University | July 2024 – Present*

- Coordinated communication and dissemination of a multi-national project with international partners.
- Developed and executed a comprehensive project communication strategy and media plan.
- Data cleaning, analysis and visualization for content creation for web and social media
- Managed and created content for the project's website and social media networks (EN and CZ).
- Popularized the SYNERGYS project and geothermal energy through various media, including articles for national magazines and reports for local media.
- Organized and presented at promotional events and lectures for students.

Budget and Calculation Specialist *Gabriel s.r.o. | September 2020 – June 2024*

- Created complete budgets and financial offers for large-scale gardening projects.

- Devised technical solutions for non-standard projects, including roof gardens and biopools.
- Communicated with clients, architects, and suppliers to identify project requirements and ensure seamless execution.
- Managed communication and coordination between technicians, craftspeople, and external companies.

Tour Guide *Terezín Memorial* | August 2017 – August 2020

- Led guided tours in English and French for individuals and groups, explaining complex historical topics.
- Delivered opening speeches at exhibitions in French and provided real-time translation during events.
- Collaborated effectively with international filmmakers on projects.

Middle School Teacher *Lingua Universal* | September 2015 – June 2017

- Prepared and delivered syllabi for English, French, art, and computer skills.
- Provided personal coaching and instruction during the practical parts of courses, demonstrating strong presentation and organizational skills.

Tutor of History of Landscape Architecture *UJEP Ústí nad Labem* | October 2014 – 2019
(Part-time)

- Developed and delivered course material, including multi-hour presentations for senior students.
- Provided individualized coaching and guidance during practical coursework.

Landscape Architect *GRÜNER s.r.o.* | August 2004 – December 2007

- Produced technical drawings and specifications, communicating detailed requirements to construction teams.
- Wrote detailed design and technical reports for clients and internal teams.

Technical Support for Environmental Specialists *AOPK Brno* | September 2002 – June 2003
(Part-time)

- Digitized a cartographic database using GIS software (Arcview).
- Provided technical support and data management for GIS users within the organization.

Skills

Communication & Management

- **Project Coordination:** Experienced in managing cross-functional and international teams.

- **Client Relations:** Skilled in identifying customer needs and managing expectations.
- **Public Speaking:** Proven ability to deliver presentations, lectures, and guided tours.
- **Content Creation:** Proficient in creating content for websites, social media, and traditional press.

Data & Technical Skills

- **Data Analytics:** Completed the Google Data Analytics Certificate on Coursera, demonstrating proficiency in data cleaning, analysis, and visualization.
- **R Programming:** Skilled in using R and the **tidyverse** suite for data manipulation, cleaning, and visualization, as demonstrated in projects on geothermal data processing and public opinion analysis.
- **Data Visualization:** Experienced in creating clear and informative plots and dashboards (e.g., using Power BI) to present data and key insights.
- **Financial Analysis:** Expertise in creating budgets, financial offers, and technical solutions.
- **GIS & Data Management:** Proficient in GIS systems and database digitization.
- **Technical Reporting:** Experienced in writing detailed reports and specifications.

Languages

- **English:** C1 level (certified)
- **French:** B2 level (certified) (Diplôme approfondi de langue française)
- **Czech:** Native

Education

Mendel's University of Forestry and Agriculture Brno *Garden and Landscape Architecture (Ing.), 1998-2004*

Ecole supérieur d'agriculture Angers, France *Geoinformation systems, land use, land mapping (Socrates student program), 2001-2002*

Purkyne's University Ústí n.L. *Follow-up study of pedagogy, 2017*

Coursera *Google Data Analytics Certificate*