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INTERNATIONAL

Dear Sir/Madam:

Thank you for your interest in my application. Please find below a short description of my formation, experience, objectives and motivations.

If you already know me, you certainly noticed that I am a dynamic young person willing to work and learn. Being oriented towards the world since I am a child, I put my effort in learning five languages of which I speak very well three of them (French, Spanish and English).

My academic record can be summarized as follows: I am graduated in Commercial Sciences and I am holder of a Post-Graduate Diploma in International Relations. Furthermore, during my studies, I realized two international internships (business development in Tunis and answer to a call for tender of the Mauritanian government).

As a consequence, I wish to develop an international career. Being very organized, I would like to work in one of the following areas: Logistics, Project Management, Events Management.

If you are convinced that your company can benefit from my skills to develop its relations with the foreigner, do not hesitate to contact me.

I am looking forward to hearing from you.

Sincerely Yours.

Sophie KINET

Work experience

July 2006
July 2006

Assistant of Direction (Internship)

Mission: · Assist the Director in order to fill an international call for offer of the Mauritanian Government (Aftout-Essahli project).
· Obtain estimations from various suppliers for the required goods for the consultation.
· Manage work schedule.

Appraisal: · Document complete and submitted on time.
· Excellent organization abilities, rigor, clearness and autonomy.
· Deep knowledge of the realization of a technical and financial international offer.
· First approach of the Mauritanian culture.

September 2005
November 2005

Assistant (Internship)

Mission: · Support the team in order to prepare a economic and commercial mission so as in its daily work.
· Find potential commercial partners for Belgian companies and make appointments.

Appraisal: · Knowledge of the Tunisian market and culture.
· Ability to work in an international environment.

Diplomas and education

September 2006
September 2007

ULg Liège Belgium

Master in international relations and european intergration

Area of specialisation: None

November 2006
November 2006

CTB, Belgian Development Cooperation Agency

Certificate in Cooperation to Development

September 2000
September 2006

HEC Liège Belgium

Graduate in Commercial Sciences

Area of specialisation: General and International Management

April 2006
April 2006

COCIM, Chamber of Commerce and Industry of Madrid

Superior Certificate of Business Spanish

Computing skills

Software

* Office (Word, Excel, Access, PowerPoint, Publisher)

* Mail (Hotmail, Outlook, Gmail)

* Internet (Firefox, Explorer)

* Video (MovieMaker)

* Project Management (MS Project)

* SAP (Axapta, Eurowin)

Language skills

Spanish

Speaking competence: Fluent, **Written competence:** Fluent

French

Speaking competence: Native speaker, **Written competence:** Native speaker

English

Speaking competence: Fluent, **Written competence:** Fluent

Dutch

Speaking competence: School level, **Written competence:** School level

Italian

Speaking competence: Basic level, **Written competence:** Basic level

Various

Erasmus Exchange

UDC, University of A Coruña, Galicia, Spain
Duration : 7 months

Seminaries

* April 2007
European citizenship and public administration
University ROMA III, Rome, Italy
Duration: 1 week

* August 2008
Global resource management and conflict: the case of water
EU Pavilion at Expo Zaragoza
Lecturer: Professor Christoph P. Merdes
Duration: 2 hours