

## Name

Current Address:

Permanent Address:

### OBJECTIVE

*Management Information Systems Manager* in a multinational company utilizing my decision-making, problem-solving and computer skills.

### EDUCATION

HELSINKI SCHOOL OF ECONOMICS (HSE) International Center, Mikkeli, Finland (9/22/XX to 6/1/XX)

*The International Bachelor of Business Administration* program, GPA 3.75 (currently), anticipate graduate spring 19XX

- ! Emphasize on electives related to *international finance & economics and international operations management*
- ! Abroad period (9/1/XX to 12/20/XX) in *Hong Kong University*, study *Asian business environment*, research *Chinese* culture and language
- ! International BBA-program lectures given in English by foreign professors from respected universities around the world (*MIT, Indiana, Northwestern, etc.*)
- ! Emphasize on *case* and *team working* in real life situations
- ! Three weeks long *intensive* courses for each 3 credit hour course
- ! *International* studying environment with all instructions given in English
- ! Rated the best business program in Finland and second best in Europe (by Herald Tribune, 19XX)

**SALLA HIGH SCHOOL** Salla, Finland, graduated 19XX

GPA of 8.9/10, matriculation examination: overall grade

Laudatur (*Honours*), emphasis on mathematics and languages (*Finnish, English, Swedish, German*)

### HONORS

Awarded Sallan Osuuspankki's (regional bank) scholarship for *successful studying, excellent behaviour and participating* school's administration at the Management Board of Salla High School

### ACTIVITIES

- ! Presented students as member at the *Management Board* of Salla High School (19XX-19XX)

- ! *Web administrator* of HSE's *International Centre* (1/1/XX-present)  
Responsible for *maintaining renewing, designing programming and etc.* internet pages for BBA & MBA programs  
The *internet* address is:

## WORK EXPERIENCE

### SALLA FOREST OWNER'S ASSOCIATION, Salla, Finland

*Forest Renewer/Planter*

Summers 19XX-19XX

- ! Responsible for planting saplings which have future value of \$2 million
- ! Worked in *extreme* conditions at the arctic circle

### THE COMMUNITY OF SALLA, Salla, Finland

*Library Assistant*

Summer 19XX

- ! Fostered positive consumer services
- ! Developed new ways to organize library services

## SKILLS

Computer:

- ! Familiar with operating systems such as MS-DOS, WINDOWS 3.11 & 95, HTML internet programming language, various textprocessing programs: WORD, AMIPRO, WORKS, spreadsheet programs: EXCEL, WORKS, presentation program POWER POINT, EUDORA (e-mail), NETSCAPE (internet), paint&photo COREL DRAW, scanning, sound solutions and also *repairing* computers and *installing* new programs and devices

Language:

- ! *Finnish*: native speaker
- ! *English*: speak, read ,write fluently
- ! *Swedish*: speak, read, write well
- ! *German*: speak, read, write well

## HOBBIES

- ! Teamsports like floorbandx ,baseball, and other sports like skiing, jogging, slalom, and hiking in arctic wilderness
- ! Chess, computers

## REFERENCES

Peter Antunovich, *Professor of Finance* at the Northwestern University, Evanston, Illinois. U.S.A.

Heikki Vaarala, *Chairman* of the Salla Forest Owner's Association, 98900 Salla, Finland, Phone f-(9)692 83X XXX