

**Name**  
Curriculum vitae

Address

Telephone

E-mail

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**Career objectives**      To obtain a challenging position that will allow for growth and a change to use and contribute my education and language skills.

**Education**

19XX-Present      Helsinki School of Economics and Business Administration, Finland.  
International Bachelor of Business Administration (BBA).  
! Two and half years of studying in Mikkeli  
! Required foreign study period (August 19XX-February 19XX in Portugal)  
! Emphasis on cases, teamwork and analysis  
! Course categories include  
    - Marketing                      - Management  
    - Accounting                    - Languages  
    - Finance                        - Communications  
    - Managerial Economics  
! Ranked second test business school in Europe by Internal Herald Tribune, May 19XX  
! Graduation in April 19XX

19XX-19XX      Jalasjärvi High School.  
19XX              Matriculation Exam, grade: laudatur.

19XX-19XX      Golerial Erie Lupori Costa Acuai Brazil.  
! A study year as an exchange student in a Brazilian Government's High School.  
! Lived with three different families in the city of Aguai

**Languages**              Finnish, English and Portuguese fluently.  
                                    Swedish, German conversational only.

**Employment Record**

19XX-Present      Kiria-Hyttinen. Jalasjärvi. Finland.  
Salesperson during holidays and weekends.  
! A small bookstore  
! Five persons working full-time

19XX-19XX Vaate-Hyttinen. Jalasjärvi Finland.  
Buying, selling, decoration of the store.  
! A small clothing store  
! At first a salesperson helping the owner also with buying and decorating  
! Later on responsible of the management  
! One salesperson reporting to me, and I reporting to the owner

19XX Municipal theatre of Vaasa. Finland. Dancer in a musical.  
! 35 performances

### Activities

19XX-19XX Dancing ballroom and latin dances  
! Training 2-3 hours three times a week with my partner  
! Training camps one or two times per year  
! On average two competitions every month

19XX-19XX Singer in the Jalasjärvi Youth Choir  
! rehearsals, camps, performances, music theory  
! Tours to Riccione, Italy, Pärnu, Estonia and Budapest, Hungary

19XX-19XX Gymnastic Instructor for 8 to 16-year-old girls.  
! Basic course in gymnastic instruction  
! Ten months per year, three hours per week  
! Worked for Jalasjärvi Woman Gymnasts

19XX-19XX Secretary of student union Jalasjärvi High School.  
! 400 students  
! Responsible of the student union's kiosk  
! Organising student photographs ones a year  
! Annual report of school activities  
! Arrangement of school activities

19XX-19XX Secretary of the Youth Organisation of Coalition Party, Jalasjärvi

### References

Inge Jansson  
Leader  
Jalasjärvi Youth Choir  
Nautiaisentie  
61600 Jalasjärvi  
964-45 60803

Saara Mannistti  
Chairman  
Jalasjärvi Woman Gymnasts  
Opintie 8  
61600 Jalasjärvi  
964-4510C

Kari Hyttinen  
CEO  
Kirja and Vaate-Hyttinen  
Keskustie 22  
61600 Jalasjärvi  
964-4560 132