

Name

Current Address

Permanent Address

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## **OBJECTIVES**

Seeking a position as a marketing trainee in the clothing related industry which would make use of my experience in clothing business. A multi cultural firm would also benefit from my language skills as well as my artistic vision.

## **EDUCATION**

### **Helsinki School of Economics and Business Administration (HSE)**

International Bachelor of Business Administration Program, Mikkeli (9/XX to 4/XX)

- ! Graduating June 19XX
- ! Current GPA 3.25
- ! Studying Abroad From August 19XX to November 19XX
- ! Member of the Student Union PROBBA Government, responsible for sports and culture

### **Characteristics of the BBA program**

- ! Intensive 2.5 year program
- ! Foreign study period for half a year
- ! Courses taught in english
- ! High quality professors from top level Universities such as Indiana, Northwestern, MIT and Wherton
- ! Intensive 45 class contact hours covered during 3 week period
- ! Importance in team work, cases and analysis
- ! Courses include: Marketing, Financing, Accounting, Statistics, Management, Economies, Human Resource Management and other relative subjects
- ! Also foreign languages available such as French, Swedish, Russian, Germany and Spanish
- ! Obligatory foreign study period at the end of the studies

### **University of Sorbonne, Paris, France, Spring 19XX**

International division, French language for foreign students

- ! GPA 3.00

### **Forest City High School, USA 19XX-19XX**

- ! AFS exchange student, IOWA
- ! Activities: Cross country team (Varsity), Track (Varsity), dance team
- ! Rotary Scholarship due to the GPA over 3.5

## WORK EXPERIENCE

### **Bronco Ky, Klaukkala|Myyrmäki (since 19XX)**

- ! Clothing store, which is a member of the MODA-chain and offers a large variety of fashionable clothing for both males and females aged 18 to 40
- ! Working with two other employees as a supervisor
- ! Working in Klaukkala or Myyrmäki (where ever needed)
- ! During weekends! holidays, typically 5-8 hours per day

#### Duties

- ! Selling
- ! Inventory control
- ! Ordering and buying
- ! Making ads for different newspapers
- ! designing point-of-purchase sales promotion

### **Au-pair in Paris, France 19XX-19XX**

- ! Family Silber
- ! Taking care of two children (2 and 4 years old), for 8 hours per day plus some babysitting at nights

### **Raija Linnainmaa oy, Klaukkala Finland, Summer 19XX**

- ! Independent work
- ! Selling fruits and vegetables on the market place
- ! Ordering
- ! Inventory control

### **The Parish of Nurmijärvi (from 19XX until 19XX)**

- ! As a supervisor and later on a team leader on children camps for art
- ! Organizing different activities for children and taking care of them

## SKILLS

- ! **Languages:** Finnish-native, English-fluent, France-fluent, Swedish-good
- ! **Computers:** Capable of using all the basic programs such as Microsoft Word, Exel and Powerpoint

## REFERENCES

Character Au-pair employer	Business Bronco KY / Sales manager	Academic Helsinki school of Economics / Dean of the international center, Mikkeli
Sylvie Silber-Viellet 12 Rue Claud Monet 50436 Boulogne Tel. (876) 567 898	Aila Väisänen Torcenintie 5 01900 Nurmijärvi Tel. (90) 354 876	Heikki Urmas Lönrotinkatu 5 50100 Mikkeli Tel. (566) 456 321