

## Name

Address  
Telephone  
Email  
Nationality

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### OBJECTIVE

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### EDUCATION

08/2003 - present    **University Name**    City, Germany    expected Graduation Date  
Diplom/ Magister (German Equivalent to a US Masters) / Bachelor, Masters of XXX with a minor in XXXX  
+ Concentration:  
  
Studies through an exchange program if relevant

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### WORK EXPERIENCE

03/2003-08/2004    **Company Name – City, Germany**  
Intern in Department XXXX  
+ Developed and implemented marketing strategy to enforce customer loyalty  
+ Assisted introduction of a product to a new target market and performed a competitive analysis  
+ Designed layout for an online shop and bonus point system  
+ Calculated budget for storage and distribution for spare parts and products  
+ Presented and communicated the project to internal controlling, sales and law departments

MM/JJJJ–MM/JJJJ    **Company Name – City, Germany**  
Part time Assistant  
+ Devised and introduced a unified document filing system

MM/JJJJ–MM/JJJJ    **Company Name – City, Germany**  
Intern in Department XXXX  
+ Assisted the management at the stock market in Frankfurt  
+ Processed demands and bids  
+ Gained a good understanding of the functioning of the financial markets

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### EXTRA CURRICULAR ACTIVITIES

08/2003-11/2003    **AIIESEC (International Student Organization)**  
Student Nomination team  
+ Created assessment center to select candidates for international internships  
+ Improved selection process by client objectives  
+ Worked in virtual teams with students all over the world

**Student Council**  
Speaker of the graduates  
Organizing various school events and leading activities

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### ADDITIONAL SKILLS / INFORMATION

Language Skills:    German – fluent  
                          English – spoken – fluent, advanced, middle, conversational, beginner, etc.  
  written –  
  understanding –

Computer Skills:    Proficient in Microsoft Office, Visual Basics, Lotus Notes, Internet, XXXX

Interests:            Skiing, Tennis Club, Member Sailing Club

Travel:                Extensive stays abroad in USA, Australia, UK, Spain

Authorization:        J1 Visa through College Council Berlin