**Curriculum Vitae**

First name Last name

Street • City, Country

Mobile: +49(0)123456789

[E-Mail]

**Personal Profile**

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| Highly motivated, conscientious, hardworking, and keen to learn. Good team working and organizational qualities through various projects within both academic and non-academic environments. Excellent knowledge of standard software packages and good English skills. |

**Education**

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| --- | --- |
| Since 10/2014  | **[University name], [city]**M.Sc. Molecular nutritional scienceElective courses in [name of degree]Degree (at present):  |
| 10/2008 ­– 08/2012 | **[University name], [city]**B.Sc. Nutrition SciencesMajor:Thesis Title:Degree: |

**Work Experience**

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| Since 01/2015  | **Student assistant, [University name]** |
|  | [Institution name]* Conduction and evaluation of immunohistochemical analysis, PCR
* General laboratory work
 |
| Since 04/2011  | **Student assistant, [Company name], [city]** |
|  | Quality management* Preparation of certification audits
* Conduction of customer surveys
* Control of documentary
* Coordination of client/supplier databases
 |
| 10/2013 – 09/2014 | **Assistant, [Company name], [city]** |
|  | Health Economics / Product management: * Literature research
* Monitoring of developments in HTA policy
* Analysis of market access and reimbursement strategies
* Development of literature bibliographies
* Supporting preparation of Global Value Dossiers
 |
| 05/2013 – 10/2013 | **Internship, [Company name], [city]** |
|  | Education* Development of e-learning tools and marketing brochures
* Preparation of fairs
* Student advisor
* Administration of Intranet
 |
| 03/2012 – 06/2012 | **Internship, [Company name], [city]** |
|  | Quality control* Conduction of microbiological, physical and chemical quality tests of herbal products
* Product development/ food sensory
 |
| 01/2012 – 03/2012 | **Writing bachelor thesis, [Company name], [city]** |
|  | * Literature research on physical activity and health
* Evaluation of a pilot project
 |
| 08/2011 – 12/2011 | **Practical training semester, [Company name], [city]** |
|  | * Assistance in organization and evaluation of research projects
* Conduction of literature researches
* Writing hand-outs for study subjects
* General laboratory work
 |
| 09/2007 – 05/2008 | **Volunteer service, [Company name], [city]** |
|  | * Organization of environmental projects
* Gardening
* Assistance in administration and school catering
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**International Experience**

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| --- | --- |
| 11/2011 | **Exchange student, [University name], [city], [country]** |
|  | Degree course: Food processing |
| 07/2010 – 12/2010 | **Study abroad student, [University name], [city], [country]** |
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| 05/2008 – 07/2008 | **[Company name], [city], [country]** |
|  | Environmental protection projects including 4 weeks of Spanish classes  |

**Voluntary activities**

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| --- | --- |
| Since 12/2014 | **[Institution name], [city]**Managing the local student group  |
| 10/2008 – 02/2010 | **[Institution name], [city]**Description of student project:* Development of training materials for multipliers
* Microbiological laboratory work
 |
| 09/2007 – 05/2008 | **[Institution name], [city]**Managing a club for school children |

**Skills**

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| --- | --- |
| Languages: | * German, native speaker
* English, good (UNIcert level III, Cambridge First Certificate CEF B2)
* French, basic
* Spanish, basic
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| Computer: | * MS Office (Word, Power-Point, Excel, Outlook), advanced skills
* XPERT European Computer Passport
* IBM® SPSS® Statistics, intermediate skills
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