

Magdalena Fritz

PERSONAL INFORMATION

🏠 Altenmarkt 131, 8333 Riegersburg, Austria

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✉ magdalena.fritz@ymail.com

A well-organized and outgoing International Marketing and Sales Management student graduating in June 2017 with good communication and analytical skills, looking to develop a career as an economist within an international business environment. Fluent English speaker and French of reason knowledge, experienced in the internship in china and the au-pair stay in the United States.

JOB APPLIED FOR

Internship in the Sales Department

EDUCATION

October 2014 – Present

University of applied sciences Campus02

Studies of International Marketing and Sales Management in Graz (Austria)

Modules included:

- Modern sales management
- Marketing management
- Process and quality management
- Social Media
- Project management
- E-Selling

Completed two projects in the 3th and 4th semester:

Developed a fully working marketing communications report for a NPO and conducted a market research for a research institute. Both projects received good results and gave tremendous experience in project management and teambuilding.

2010 – 2014

BORG Feldbach (Austria)

Five A-Levels: Mathematics (A), German (B), English (B), Religion (A), Geography (A)

WORK EXPERIENCE

Summer 2015

Energie Steiermark AG (Graz, Austria)

- Responsible for office work
- Assisting in the Communication Department
- Arranging press conferences
- Giving presentations to large international audiences
- Assisting in marketing and sponsoring activities

Summer 2014

Blitz Fritz GmbH (Riegersburg, Austria)

- Assisting in the Sales and Marketing Department

Summer 2014

Zotter Schokoladen Manufaktur GmbH
(Shanghai, China)

- Responsible for office work
- Responsible for an extern shop
- Assisting in the sales department
- Responsible for English and German tours through the chocolate theatre

Summer 2013

Aupair Girl
(Orlando, Florida, USA)

Summer 2012

Energie Steiermark AG
(Feldbach, Austria)

- Responsible for office work

PERSONAL SKILLS

Mother tongue

German

Other Languages

English level B2
Business English Certificate in November 2015

French level B1

I speak fluently German, English and French.
(B1/B2: Independent user)

Communication skills

Excellent verbal and written communication skills both in an office environment and with external stakeholders.

Experienced at giving presentations to large audiences.

Good telephone manners

Computer skills

Proficient with Microsoft Office programs, Outlook, Internet Explorer, Adobe Photoshop, SPSS

INTERESTS

Politics

Member of the "Young Jury" for the presidential election 2016 of "Kleine Zeitung" (daily newspaper in Austria). This opportunity enabled me to gain journalist experiences in radio, television and newspaper.

Dancing

2 times debutant in the opening polonaises at the "Steirerball" at the Hofburg Palace in Vienna

Sports

- Running (joining runs)
- Air rifle shooting (3 times district champion)