

CURRICULUM VITAE

CONTACT INFORMATION

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Date of birth : March 1, 1986



PERSONAL PROFILE

Consistency, goal orientation and attention to details are my biggest strengths. I think that planning plays an important role in a success of any project, therefore I spend time on thorough preparation and scheduling. I take every task seriously and execute it at its best from the beginning until the end. I thrive at work where I can have a direct communication with a team and different stakeholders and where my best characteristics – attention to details, systematic and organised work – can be applied.

WORK EXPERIENCE

1/2015-7/2015 **PARTNER MANAGEMENT ASSISTANT, NBI** (Networked Business Institute)

- Support and drive of partner engagement and on-boarding processes
- Assistance and participation in planning and execution of partner activities
- Planning and execution of info-meetings
- Preparation of presentations and videos

5/2013-6/2015 **PIER ASSISTANT, SMS** International Shore Operations

- Check-in procedures for cruise liners using Fidelio Cruise Software
- Training of new co-workers
- Guests' assistance and guidance in English and Spanish

9/2013-6/2015 **OFFICE CLERK, IEV** (Industrial Electric Vehicle)

- Office purchase and general maintenance

EDUCATION AND TRAINING

2011-2015 **BSc Business, Language and Culture (Spanish), CBS**

The BSc BLC gives knowledge about international business environment and the cultural, economic and social differences that companies need to understand to do business in foreign markets. It is a combination of language and cultural studies of specific regions of the world.

Academic focus areas:

- Business and economics - Financial analysis - Corporate communication - Cultural and societal analysis

Key learnings:

- Project management - Co-operation and presentation skills - Cross-cultural understanding - Market research - Ability to analyse activities relating to organisational matters in international and multicultural contexts – Spanish

Thesis: "That calls for responsible drinking"

2004-2008 **B.A. Ethnology, Comparative Asian Studies - Japanese, Vilnius University (VU)**

The programme educates professionals of several Asian cultures capable to identify and resolve basic problems relevant to governmental, NGO and business sectors that require interdisciplinary approach and international and intercultural attitudes and critical engagement with culture and society of the area studied.

Academic focus areas:

- Asian studies - Japanese language and culture

Key learnings:

- Critical analysis - Intercultural communication skills - Ability to systemize and analyse data applying interdisciplinary research methods – Japanese

Thesis: “The Aspects of Japanese Management and Business Organization”

VOLUNTEER WORK

11/2014-5/2015 **Festival Lithuanian Days in Denmark**

- Planning of the festival
- Communication with festival guests
- Execution of workshops

OVERSEAS EXPERIENCE

2008-2010 **Spain**

- Spanish studies and travelling

2006-2007 **Slovenia**

- Exchange semester at University of Ljubljana

2001-2006 **The United Kingdom**

- Seasonal jobs and travelling

Achieved personal development points:

- Independence
- Understanding of different cultures
- Languages

LANGUAGES

	Oral	Written
English	Negotiation level	Negotiation level
Spanish; Castilian	Negotiation level	Negotiation level
Danish	Intermediate level	Intermediate level
Japanese	Basic level	Basic level
Lithuanian	Mother tongue	

DRIVING LICENCE

Category B

IT

Microsoft Office – experienced user of word, excel and power point.

INTERESTS

Cycling, baking and literature.