

NAME

CAREER OBJECTIVE

Seeking an assignment as a junior consultant in the human resource management function with a large enterprise operating in retail business. My four year experience as an assistant sales manager before the BBA degree qualifies me to resume my career. Long-term goal is to become a senior consultant in the field of HRM.

EDUCATION

September 20, 19XX-
April, 19XX

Helsinki School of Economics and Business Administration; International Bachelor of Business Administration-program, graduating May, 19XX

The program at the Mikkeli campus is practically oriented and consists primarily of tool courses in areas such as accounting, finance, economics, quantitative methods and HRM, with emphasis on the international aspects. Theory is generally kept to minimum, with stress being on how managers can use theory to understand and control their business. Currently have completed 10 required modules with a GPA of 3.09.

August 25, 19XX-
May 31, 19XX

Tampere Commercial College, Tampere, Finland
Speciality: Accounting, May, 19XX

August 15, 19XX-
May 31, 19XX

Messukyhi high school, Tampere, Finland

CAREER HISTORY

Current employer
November 1/19XX-

SOK / CITYSOKOS Lahti, Finland
Aleksanterinkatu 19 - 21, FIN -15100 LAHTI
Telephone +358 18 816 1111 (Risto Korkka)

Nature of business

Retailing

Job title

Assistant Sales Manager of the sports section responsible of guiding the sales team of nine people. Responsible for scheduling the work, ordering the merchandise and checking it when arrived, layout of the store and most of all, customer service. The total sales of the section is about seven million marks per year and has been growing constantly.

June 1/19XX -
October 31/19XX

SOK / Jollas institute Helsinki
During the *SOK's commercial field education* worked as a *Foreman Trainee* in Tampere department stores *men's wear* section. The goal was to learn how the retail business works. The main area of the education was to find out how to increase efficiency and sales per square meter.

May 14/19XX -
August 15/19XX
and
May 15/19XX -
September 23/19XX

Kansallis-Osake-Pankki (KOP)
Team member of bank clerks responsible for enterprises transactions, both domestic and overseas.

MILITARY SERVICE

Finnish Air Force

Reconnaissance Aircraft Mechanic (Sergeant)

May 1/19XX -
October 21/19XX

Pirkkala Air Base (Tampere)

The objective of the last part of the service was to real situations like identifying vessels and aircraft country.

April 1/19XX -
April 30/19XX

Reconnaissance (Jyväskylä)

The goal of the course was to teach sergeants just graduated from FAF Technical School to work with different kinds of equipment used in reconnaissance.

October 4/19XX -
March 31/19XX

Technical School (Halli)

The education includes basic knowledge about i.e. aerodynamics, aircraft engines, radios, instruments and armament. Types of aircraft to which the education was given: Vinka, British Aerospace Hawk MkII, Draken and Mig 21 bis.

REFERENCES

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