



## KONTAKT

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## DOŚWIADCZENIE

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**Taiyuan Binhe Branch, Bank of China Co., LTD.**

08.2020 - 09.2020

- Participate in lobby business guidance. I have successfully appeased anxious clients and patiently answered their questions. I received more than 60 clients every day.
- Assist customers to use the self-service system and guide customers to carry out self-service banking business. Completed more than 30 debit card account openings independently during the internship.
- Assist the manager to enter customer information.
- Take notes and perform tasks as required during meetings.

**Chinese Students and Scholars Association**

06.2019 - 08.2020

**President of SWPS Student Union**

- Became a volunteer of the second Youth Games of the People's Republic of China, and successfully completed the task and obtained the certificate.
- Assisted the Chinese Embassy in Poland to successfully hold a concert marking the 70th anniversary of the establishment of Diplomatic ties between China and Poland, and invited the Polish Minister of Education and university presidents to attend the concert.
- Assisted the Embassy in providing epidemic prevention and safety materials to the students of our school and ensured the safety of all students.

**Chinese Students and Scholars Association**

12.2017 - 05.2019

**Minister of the Organization Department**

- Assisted the National Polish Students' Federation to organize Chinese students and scholars basketball-friendly competition.
- Organized and planned the New Year party for Students and Scholars.
- Organized the Chinese Spring Festival Gala together with the National Polish Students' Federation, and successfully invited the Ambassador of the Chinese Embassy in Poland and some Chinese enterprises in Poland to celebrate the Spring Festival together.
- Participated in the Recruitment fair of Chinese universities hosted by the Chinese Embassy in Poland and successfully held the welcome party for freshmen.
- Joined the International volunteer of Poland and participated in the International Cultural Exchange Festival on campus in Poland on behalf of Chinese students.

## WYKSZTAŁCENIE

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**University of Warsaw**

09.2021 - Obecnie

**Faculty of Management**

International Financial Management

Master

**KU Leuven**

08.2022 - 01.2023

**Faculty of Economics and Business**

Erasmus+ program

## **NAJWAŻNIEJSZE UMIEJĘTNOŚCI**

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- English C1
- Polish A1
- Microsoft Office / Gretl / SPSS / Internet E-mail and Social Media / Research and Analytical skills / Teamu0002work oriented / Good listener and communicator

## **PODSUMOWANIE**

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Graduated with a major in international financial management, with theoretical knowledge and a global perspective. Understand the corporate financial workflow, good at data analysis, reporting and office software. Possess bank internship experience, and proficiency in meeting minutes, event planning, and other document content. Rich teamwork experience, familiar with upper and lower management processes and related tools.