

MARTINA MASTER

CONTACT

Martina Master Literaturstrasse 35 9000 St.Gallen Switzerland

Phone: +41 79 123 45 67

Email: martina.master@mail.com

PROFILE

Prospective master's degree in International Affairs and Governance HSG with international experience from practice and studies. Fluent in German, Spanish and English. Solution-oriented, committed, negotiating and diplomatic, professionally interested in an entry-level position in a global NGO in the area of sustainable public procurement.

SOCIAL MEDIA



linkedin.com/in/martina-master



xing.com/martina-master



EDUCATION

02/2018 - present

University of St.Gallen, St.Gallen, Switzerland

Estimated Master of Arts in International Affairs and Governance (M.A. HSG) (Grade 5.3 / 6.0)

• Focus on suistainability and CSR (Climate Change Policy Role Pay, Corporate Responsibility and Suistainability, Managing Social Business, Global Standards)

08/2019 - 12/2019

Stockholm School of Economics, Stockholm, Sweden

Exchance Semester (Grade 5.0 / 6.0)

09/2013 - 08/2017

University of St.Gallen, St.Gallen, Switzerland

Bachelor of Arts in International Affairs (B.A. HSG) (Grade 5.5 / 6.0)

Interdisciplinary studies in economics, political science, business administration and law

02/2016 - 06/2016

Universidade Complutense de Madrid, Madrid, Spain

Exchange Semester (Grade 5.0 / 6.0)

Gymnasium Kantonsschule Enge (High-School), Zurich, Switzerland

Abitur (University entrance diploma, modern language profil in English and Spanish (Grade 5.5 / 6.0)

PRACTICAL EXPERIENCE

11/2018 - 07/2019

Chair of Logistics Management at the University of St.Gallen, St.Gallen, Switzerland

Student assistant (workload 20%)

Assistance in studies in the area of supply chain governance (interview transcription and evaluation, writing articles)

07/2018 - 09/2018

Instituto Ipsem Lorum, Recife, Brazil

Internship in communication and sales

- · Conception of social media marketing activities
- Create presentations to attract new sponsors (Guarana Pro, Surfwing and Genero)

07/2017 - 10/2017

First Committee on Disarmamaent and International Security, Lausanne, Switzerland

- Participation in negotiations between the General Assembly and the EU delegation
- General correspondence with Spanish ambassadors and State Secretariats of Ministry of Foreign Affairs

11/2016 - 04/2017

Muster & Partner AG, Zurich, Switzerland

Student Assistant in consulting and logistics management

- Researching and documeting relevant legal and logistical framework conditions in cross-border goods traffic between Switzerland and the EU
- Creation of a practice-oriented reference work on the processed matter
- Present the results to management and consultants

07/2015 - 10/2015

$\ensuremath{\mathsf{PR}}$ - Mustermann, Zurich, Switzerland

Intern in corporate finance communications and assistant to the management

- Writing and distributing media releases
- Designing and producing internal and external publications for customers
- · Carrying out media analyzes and research
- · Camera work and advice on media training
- Event management of press conferences and roundtables up to 40 people

EXTRACURRICULAR ACTIVITIES

02/2015 - 02/2016

AIESEC Chapter St.Gallen, St.Gallen Switzerland

Board member: Vice President Sample Department (40% workload)

- Decide the strategic direction of the association
- Promote an international internship program to Swiss companies through telephone acquisition, sales meetings and
- Leading and coaching a team of 6-8 employees

OTHER

Languages

English native (TOEFL IBT 110/120), German native, Spanish native, French fluent C1, Portuguese fluent (3 month Internship in Brazil)

IT Skills

MS Office very good knowledge especially Powerpoint, SPSS good knowledge

Interests

Dancing (Jazz, Salsa Ballett Grade 6 of the Royal Academy of Dance), Alpine sports (snowboarding), Travel in over 20 countries and exchange with students from Argentina and Brazil