

PERSONAL INFORMATION

Andrea Fodor



Location: Szegedi utca 9-13 A lph. IV./27., 6900 Makó (Hungary)

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Sex: Female | **Date of birth:** 04/11/1988 | **Nationality:** Hungarian

WORK EXPERIENCE

15/06/2016–30/09/2017

Receptionist

LuDo Apartment Hotel & Spa, Makó (Hungary)

15/09/2015–31/03/2016

Receptionist

Fenyő Pension, Makó (Hungary)

EDUCATION AND TRAINING

2011–2013

Zookeeper

University of Szeged Juhász Gyula Faculty of Education, Szeged (Hungary)

09/2007

Biology

University of Szeged

PERSONAL SKILLS

Mother tongue(s)

Hungarian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	B1	B2	B1	B1	B2
English intermediate combined general language exam, 2015					
German	A1	A2	A2	A2	A2

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user
Common European Framework of Reference for Languages

Digital competence

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Independent user	Basic user	Basic user	Basic user	Basic user

Digital competences - Self-assessment grid

ANNEXES

- Cover_letter_Andrea_FODOR.pdf

Cover_letter_Andrea_FODOR.pdf

Cover letter | Andrea FODOR

Dear EVS coordinator,

I am writing to apply for your EVS volunteering project. I live in Makó, a small town in Hungary. I am 29 years old, currently unemployed, because I wanted a break of work to have the opportunity to apply for an EVS project.

I think this volunteering would offer me the opportunity to gain more experience, to improve my knowledge of foreign languages and to get acquainted with a new culture. I am a friendly, open-minded, easy-to-interact person, I like learning new things.

I studied biology at University of Szeged, and although I did not graduate, my interest for biology remained. During studying biology at university I have gained some knowledge and experience about field work, laboratory work, analysing work and presenting the outcomes in charts. In 2011 I got the opportunity to contribute to writing a scientific monograph. It was a Hungary-Romania Cross-Border Co-operation Programme which was supported by the European Union. That time I experienced how important it is to be open-minded and the knowledge of foreign languages, therefore I decided to improve my English skills. During the surveying we investigated the relations between ecology, society and economy.

After the university I studied to be a zookeeper, because I like animals, I am interested in conservation biology and I wanted to learn more about how zoos can help endangered species. I have acquired practical experience at Szeged Zoo, Hungary. From 2015 I do voluntary work at this zoo on the occasion of zoo events (for example night of the zoos, dreamnight, zoo event on the occasion of children's day etc) collaborating with the zoopedagogues. We usually carry out interesting and creative tasks especially for the children, deal with the visitors, talk about the animals and promote animals which are generally not so popular with the visitors, like snakes, Chilognatha, Blattodea.

I gained experience working as a receptionist in Makó. First time I worked in a pension, and after in an apartment where I dealt with the guests, I really liked it. During my work I used the Internet, handled the accommodations, did the administrations, wrote informative e-mails to the guests. I improved my problem solving skills, I dealt with special

demands. I learnt to work alone and also in a member of a group. I needed to improve my initiative skills.

I have a knowledge of English in an intermediate level and I know some German.

I also have work experiences in agricultural works.

In my free time I like caring for children, doing creative things for example drawing, go hiking, meeting my friends and family members, try new things, attend actual programs in the city, gardening etc.

I enclose my curriculum vitae outlining my qualifications and experience. I am looking forward to hearing from you in due course.

Yours sincerely,

Andrea Fodor