

PERSONAL INFORMATION

Cecilia Cerrato

-  27100 Pavia (Italy)
-  +39 345 323 9075
-  cecilia.cerrato94@gmail.com
-  Skype cecilia.cerrato.94

Sex Female | Date of birth 6 Apr 1994 | Nationality Italian

WORK EXPERIENCE

1 Mar 2016–Present

Co-Founder e Marketing Specialist

International Finance Student Association (IFSA)
Via San Felice 5, 27100 Pavia (Italy)

- Social Media management
- Advertising campaigns
- Events organization

1 Oct 2015–30 Sep 2016

English Tutor

Università degli Studi di Pavia
Via San Felice 5, 27100 Pavia (Italy)

1 Apr 2015–31 Dec 2015

Finance Coordinator

AIESEC Pavia
Via San Felice 5, 27100 Pavia (Italy)

Key Responsibilities:

- Ensure proper financial documentation and accounting
- Short and long term financial management
- Budgeting
- Constant cost and revenue control
- Sponsorships & funds

1 Apr 2014–31 Mar 2015

Team Member

AIESEC Pavia
Via San Felice 5, 27100 Pavia (Italy)

Team Member of Global Community Development Program (GCDP)

▪ Area oGCDP (Outgoing students):

Key responsibilities:

- Internships interviews
- Helping students finding a project to apply for
- Offering support to students during their internship in another AIESEC committee

▪ Area iGCDP (Incoming students)

Key responsibilities:

- Internships interviews
- Finding schools and NGO to work with- Offering support to students during their internship here in Pavia

EDUCATION AND TRAINING

26 Sep 2016–Present	Master in International Business & Entrepreneurship - Digital Management Università degli Studi di Pavia Via San Felice 5, 27100 Pavia (Italy) www.unipv.eu	EQF level 7
Sep 2013–13 Jul 2016	Bachelor in Management (98/110) Università degli Studi di Pavia Via San Felice 5, 27100 Pavia (Italy)	EQF level 6
Sep 2008–Jun 2013	Scientific High School Degree (80/100) I.S. Ascanio Sobrero Via Candiani d'Olivola 19, 15033 Casale Monferrato (Italy)	EQF level 4

PERSONAL SKILLS

Mother tongue(s) Italian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C1	C1	C1	C1	C1
CAE - Certificate in Advanced English, ESOL - Cambridge (Level: C1)					
French	B1	B1	B1	B1	B1
Università degli Studi di Pavia Certification					
Polish	A1	A1	A1	A1	A1
Università degli studi di Pavia Certification					

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

Communication skills Good communication skills gained:
 - through my experience in AIESEC
 - through my experience as a volunteer at the Italian Red Cross
 - thanks different competition in which I took part (Premio Marketing, Univenture)

 - thanks to my experience as a Student Rep (Economics Faculty)

Organisational / managerial skills - leadership & team working : gained during my experience in AIESEC, IFSA Pavia and university projects where I had the opportunity to be responsible for different teams and projects.
 - organizational skills: gained as English tutor at the University of Pavia, as member of AIESEC and IFSA Pavia where I had to manage different projects at the same time

Digital competence

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

Digital competences - Self-assessment grid

Photoshop, Excel, PowerPoint, Word, Publisher, iMovie, iTunes, Prezi, Skype, Outlook, GarageBand
C++ e HTML (basics)

Other skills Volunteer at Italian Red Cross

Driving licence B

ADDITIONAL INFORMATION

Memberships

- International Finance Student Association (IFSA)
- Azione Universitaria
- AIESEC Pavia (until a Dic.15)

Seminars IBM SPSS Modeler come strumento di Advanced Analytics
SAS Visual Analytics: Getting Started

Trattamento dei dati personali *In compliance with the Italian legislative Decree no. 196 dated 30/06/2003, I hereby authorize you to use and process my personal details contained in this document.*