






PERSONAL INFORMATION

Federica Landais



 VIA DON POMPEO MAGNONI, 27022 CASORATE PRIMO (PV)
 +39 3487863978
 federica.landais@gmail.com

Gender Female | Date of birth Dec 17 1994 | Nationality Italy

PREFERRED JOB

marketing manager

WORK EXPERIENCE

Jul 2013 - Present

Accounting firm

Secretary with archive tasks and relationship with external agencies.
 Studio Commercialista Leone. , Piazza Toscana, 2 - PIEVE EMANUELE (MI) ITALIA
Business or sector Administrative , consultancy (management, legal, accounting, ...)

May 2015 - May 2016

Sales counselor in the decoration sector at Leroy Merlin of Corsico (Milan, Italy).

Lady on sale, with responsibility of attracting customers, keeping in order the sector, selling and ordering customized products according to the demand. Team work within the sector.
 Leroy Merlin Italia , dell'industria, 2 - CORSICO (MI) ITALIA
Business or sector Marketing , *other

EDUCATION AND TRAINING

2013 - 2016

MANAGEMENT

Università degli Studi di PAVIA - Department of ECONOMICS and BUSINESS SCIENCES
 1st level degree - Degree/Bachelor

Postgraduate studies

OTHER TRAINING COURSE

2016 - 2016 (3 months)
 Sviluppo di un Business Plan per una start up
 Università degli Studi di PAVIA
 Description: I developed, together with a group of my colleagues, a business plan for a start-up which for currently I still collaborate.

OTHER TRAINING COURSE

2015 - 2015 (6 months)
 Partecipazione a premio marketing Italia
 Università degli Studi di PAVIA
 Description: I attended a national marketing contest in which I had to develop, within a group, a communication plan for the sale of protected designation of origin products.

TRAINING COURSE

2015 - 2015 (1 months)
 Summer school in Cina
 LSE- London school of economics
 Description: I've followed the 'Doing Business in China' course in China for 2 weeks at LSE.

Pre-university studies

Secondary school diploma: SCIENTIFIC CERTIFICATE
 School-leaving examination taken in (year): 2013
 Italian secondary school diploma

PERSONAL SKILLS

Mother tongue(s) Italian

Other language(s)

Self-assessment

English

UNDERSTANDING				SPEAKING				WRITING	
Listening		Reading		Spoken interaction		Spoken production			
C1	Proficient	C1	Proficient	C1	Proficient	C1	Proficient	C1	Proficient

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

Diploma(s) or certificate(s)

English: PET (Preliminary English Test) - Cambridge ESOL, 07 2013 - European level: B1

Linguistic experience(s)

Personal initiative

summer school in china

Language: English

Duration of studies in months: 1

Foreign country where the academic studies were carried out: Beijing

Description: I've followed the 'Doing Business in China' course in China for 2 weeks at LSE- London school of economics.

Digital competence

Operating systems: Fair

Programming languages : Limited

Word processing: Fair

Electronic spreadsheet : Good

Data base administrators: Fair

CAD skills: Limited

Internet skills: Excellent

Data transmission networks: Limited

Web-site creation: Fair

Multimedia: Good

Software applications: Microsoft Office (Excel,Power Point, Word, Outlook)

Prezi

Picktochart

Infogram

Slide bean

Driving licence B

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