

CURRICULUM VITAE

1. **Family name:** ŠIMKOVÁ (formerly VLČKOVÁ)
2. **First name:** Katarína
3. **Education:**

Institution (Date from - Date to)	Degree(s) or Diploma(s) obtained:
Comenius University, Faculty of Social and Economic Sciences, Bratislava, Slovakia (09/2009 - 06/2012)	Master degree in European studies (programme in English and Slovak language) Thesis defended: "Relations between European Neighbourhood Policy and External Dimension of Justice and Home Affairs – Counter-terrorism initiatives in Maghreb"
Université Libre de Bruxelles, Faculty of Political and Social Sciences, Brussels, Belgium (09/2009 - 09/2011)	Master's studies programme of international relations, orientation security, peace and conflicts (programme in French and English language) Winner of the "National Scholarship Programme of the Slovak Republic"
Comenius University, Faculty of Social and Economic Sciences, Bratislava, Slovakia (09/2006 - 06/2009)	Bachelor degree in European studies (programme in English and Slovak language) Thesis defended: "The Ambiguity of Democratization Process in Algeria"
Institute of political studies, Institut d'Etudes Politiques - IEP Science Po, Bordeaux, France (01/2008 - 05/2008)	Erasmus programme

4. **Language skills:** Indicate competence on a scale of 1 to 5 (1 - excellent; 5 - basic)

Mother tongue	Slovak				
Other languages	French, English, Czech, Italian				
Self-assessment <i>European level (*)</i>	Understanding		Speaking		Writing
	Listening	Reading	Spoken interaction	Spoken production	
French	C2	C2	C2	C2	C2
English	C2	C2	C2	C2	C2
Czech	C2	C2	C2	C2	C2
Italian	B1	B2	B1	A2	A2
	(*) Common European Framework of Reference for Languages				

Additional information:

French – certificate DALF C1 (2009, Institut Français de Bratislava)

Arabic – beginner

5. **Other skills:** MS Office (Word, Excel, PowerPoint, Outlook), Online scholar databases (e.g. JSTOR, EBSCO), Online databases for international experts search, strong social media user, SAP, Driving license – B

6. Professional experience

Date from - Date to	Location	Company	Position	Description
10/2015 - present	Bratislava, Slovakia	Partners for Democratic Change Slovakia - PDCS (non-governmental organisation)	External project analyst (Volunteer, educational leave - <i>Bildungskarenz</i>)	Analysis of cultural and value conflicts and conflict resolution approaches in countries of Central and Eastern Europe.
11/2015 - 12/2015	Amman, Jordan	Partners Jordan	External project analyst (Volunteer, educational leave - <i>Bildungskarenz</i>)	Study visit. Mapping of Jordanian non-governmental sector and activities dealing with refugees.
10/2015 - 12/2015	different locations (online space)	Soliya	Facilitator	Co-facilitated a conflict resolution session for a group of young people from the 'West' and predominantly "Muslim world" on an online virtual medium for a college term. - prepared weekly facilitation sessions with co-facilitator - promoted dialogue on current issues including cross cultural and religious topics - challenged views and stereotypes to create positive change and inter-face dialogue - reported on weekly basis including attendance monitoring
11/2014 - 9/2015	Bratislava, Slovakia	Partners for Democratic Change Slovakia - PDCS (non-governmental organisation)	Project Assistant (Volunteer, educational leave - <i>Bildungskarenz</i>)	Assistance with development cooperation projects. "Support of civic society in Tunisia": - responsible to assist Tunisian platform of non-governmental organisations to manage allocate the money for local emerging NGOs via micro-subsidies. "Conflict resolution in the development context": - assisting with organisation of simulations of conflicts negotiations and resolutions for university students - reports writing, experts search and identification, organisation of events Assistance with other administrative and communication tasks; organisation of conference "Civic actors in conflicts 2015".

Curriculum vitae

07/2013 - 04/2015	Vienna, Austria	ÖSB Consulting GmbH International Technical Assistance department	Project and Bid Coordinator	Responsible for processing of tender calls by the European Commission (EuropeAid) worldwide, especially in Western Balkans, Maghreb, Turkey in areas of labour market, employment, social policies: <ul style="list-style-type: none"> - acquisition and management process of projects - experts recruitment management - strategy definition for identification and recruiting of external consultants/experts - development and maintenance of experts database; - identification, search, communication and maintenance of partners in countries of projects and with experts - assistance with research for project drafting - overall administration processes
11/2012 - 06/2013	Bratislava, Slovakia Paris, France	Henkel, Customer Service Support, Cosmetics division	Master Data Agent	Data administration of clients from all over the France, products pricing of all retail chains in France, administration of logistic and price claims, communication with French colleagues and partners. Process and organisation structures trainings.
10/2010 - 01/2011	Brussels, Belgium	Institut Européen des Relations Internationales (research centre, think-tank)	Project coordinator (unpaid trainee - winner of Erasmus Internship Programme)	Programme organisation of annual conferences within the project of <i>Academia Diplomatica Europaea</i> "Promotion Konrad Adenauer" aimed at young diplomats and institutional officials. Responsibility for coherence of the project and research, communication with high-level speakers from diplomatic, academic and institutional field. Administrative and organisational tasks of conferences as well as the office management.
01/2009 – 04/2009	Bratislava, Slovakia	Pontis Foundation (non-governmental organisation), Department of Democratization and Development Abroad	Project assistant (unpaid trainee)	Assisting in projects research, communication and coordination with projects partners. Co- responsibility for the organisation of " <i>Winter School of Development Aid 2009</i> " within the development education project. Administrative and organisational tasks.
06/2006 – 06/2007 (part-time)	Bratislava, Slovakia	Wiktor Leo Burnett, Ltd. (advertising company)	Receptionist	Responsibility for communication and smooth coordination of information between employees, and between employees and clients. Administrative tasks, simple invoicing, organisation of meetings and overall duties of office management.

7. Other relevant information

- 03-06/2015 UN-endorsed *Soliya Advanced Facilitation Training Certificate*, training for online cross-cultural education for students from muslim and western societies, *Soliya*
- 02-03/2015 Basic Skills of Mediation Training, *Partners Czech*, Prague, Czech republic
- 01/2015 Facilitation II. Training, *Partners for Democratic Change Slovakia (PDCS)*
- 10/2014-06/2015 participation, Student Simulation Saturdays, simulations of conflicts negotiations and resolutions, *PDCS*
- 10/2014 Presentation Skills Training, *PDCS*
- 03/2009 European Youth Congress, European Parliament, Brussels, Belgium
- 07/2008 Université Européenne d'Eté 2008 „Quelle(s) identité(s) européenne(s)?“, Cluny Abbey in France, organized by *l'Institut Européen de Cluny*.
- 08/2005, 08/2006 volunteer work at the reconstruction of the castle Poet Celard, region of Drôme, international youth camp, organisation *ADCAVL*, France
- 2006 – 2009 cooperation and occasional articles for faculty journal *Europeana*, Bratislava, Slovakia
- 2002 – 2012 organisation of charity balls “Historický benefičný bál” (2002-2012) in Bratislava organization of international inter-religious events for youth abroad as well as in Slovakia (e.g. Supercongress 2002 - Rome, Run4Unity – worldwide/Štúrovo-Esztergom, Genfest 2012 - Budapest) and consequent searching for sponsors and communication with media
- participation at several inter-religious conferences, Rome, Italy

Traveling and backpacking in countries such as Algeria, Morocco, Jordan, Russia, Mongolia, Western Balkans, etc.