

CV Contest

Open (Virtual) job position as project manager opened
(Real) internship for project management opened
(sent via email).

By April 15th Submission of CVs (with cover letters) via email
12 am in .PDF format to a.baldini@unibo.it

Subject: PMSS – CV contest

In the body of email:
indicate whether **A) you apply for real internship or B) virtual job position**

By end of April Evaluation: **G. Bertozzi / A. Baldini / R. Verdone**

CV Contest

Submitting the CV and cover letter, students accept that they might be chosen for public discussion during the classes, and that his/her name, CV and cover letter will be published on instructors' website.

Instructors will be available for individual discussion of CVs and cover letters after the evaluation process.

CV Contest – 2019

CV:

One page
Clear, simple
Precise, accurate
Basic information got in 10 s



WORK EXPERIENCE

- 2018**
2012-2015
- Artistic gymnastics judge**
CSI Mantova and Province.
• Evaluation of gymnasts' performance in accordance with the rules established by the national CSI committee.
- 2012-2015**
- Artistic gymnastics coach**
Palestra 5 Anelli, Suzzara (MN).
• Twice a week I used to train and help other instructors during workouts. Sometimes I have also accompanied gymnasts during the competition.
- June-July 2014**
- Stage at the nursery school**
Scuola materna parrocchiale Agazzi, Suzzara (MN).
• Internship with both children aged 0 to 3 and aged 4 and 5.

EDUCATION

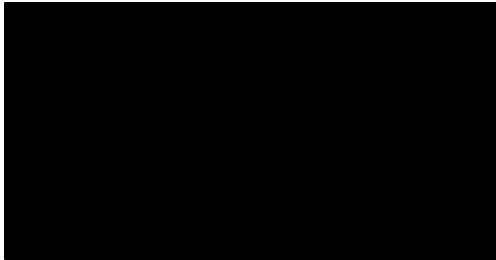
- Sep 2018 - Ongoing**
- M.Sc in Telecommunications Engineering**
Alma Mater Studiorum University of Bologna.
- Sep 2015-Oct 2018**
- B.Sc. in Telecommunications and Electronics Engineering 107/110**
Alma Mater Studiorum University of Bologna.
• Thesis title: "TEST DI DISPOSITIVI PER COMUNICAZIONI VEICOLARI BASATI SU STANDARD ITS-G5 A 5.9 GHz."
Supervisor: Prof. Ing. Barbara Mavi Masini.
- 2010-2015**
- High School, diploma of scientific maturity**
Istituto A. Manzoni, Suzzara (MN).

PERSONAL SKILLS

- Languages**
- Italian : Native language.
 - English : English language assessment test at B2 level at the University language centre (CLA, UniBo).
- Licenses and Certifications**
- Safety training for students, Alma Mater Studiorum University of Bologna.
 - Driving licence : B.
- Relational skills**
- Good communication and team work skills acquired during my work experiences.
- Organizational skills**
- Good organizational and time management skills.
Ability to handle unexpected events to find a solution.
- Digital skills**
- Knowledge of Windows and the basics of Excel.
 - Known programming languages : C, Java, Matlab and Simulink.
 - Use of the terminal emulator program Tera Term especially during the thesis work to interface OBU-201E and RSU-101E.
 - Use of STM32-F4 Discovery.
 - Use of Android Studio and creation of an Application.

ADDITIONAL INFORMATION

- Hobbies**
- Artistic gymnastics at a competitive level.
 - Theatre.



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Automation Engineer

CONTACT DETAILS



PROFESSIONAL SKILLS:

- Motivation
- Communication
- Team Spirit
- Creative and Critical Thinking
- Time management

EMPLOYMENT HISTORY:

TUTORING

Castel San Pietro Terme (BO) | 03/2017 - Ongoing
• Private lessons in physics, mathematics and informatics

INTERNSHIP

Local Police Station in Medicina (BO) | 06/2012 - 07/2012
• Data organization (entry and cleaning)
• Archive revision

ACADEMIC BACKGROUND:

UNIBO - UNIVERSITY OF BOLOGNA

Automation Engineering | 09/2017 - Ongoing
International master's degree | School of Engineering
Expected date of graduation: March 2020

UNIBO - UNIVERSITY OF BOLOGNA

Ingegneria dell'Automazione | 09/2013 - 03/2017
Bachelor degree | School of Engineering | Curriculum Robotics
Vote: 94/110 | Thesis title: "Analysis of Eddy currents position sensors"

SCIENTIFIC HIGH SCHOOL "GIORDANO BRUNO"

09/2007 - 06/2013
Scientific high school diploma | Vote: 100/100

SKILLS

LANGUAGES

Italian - Native
English - B2 First (Cambridge FCE)

INFORMATICS SKILLS

Operative Systems: Windows, Linux | Programming Languages: C
Software: Microsoft Office, Matlab + Simulink, CodeSys, Automation Studio, Latex

HOBBIES

Reading (novels, comics) | Drawing | Basketball player | Fitness
Volunteering (member of Lions Club International)

DRIVING LICENSE

Driving license B, A

CV Contest – 2019

Cover letter:

Motivation
Personality



Ms. Giorgia Bertozzi
For the position of Associate
Project Manager

"Company" – Telecommunication Industry

Milan
26 March, 2019

Dear Ms. Giorgia Bertozzi,

I'm excited to apply for the position of Associate Project Manager in your Telecommunication Industry; a role in which I could combine my interests and knowledge with the things learned during my work experiences.

When I was in High School, I tried to make my great passion, artistic gymnastics, a job. I started by helping my instructor to train girls: once I realized that this was a job I wanted to focus on more, I attended a course to become a judge, so that I could have a more detailed knowledge of the sport and I could teach in a more professional way.

A sport judge doesn't have an easy task. You need to be impartial, follow the rules and evaluate the performances while maintaining order among hundreds of people, on top of being able to handle any type of unexpected events.

Thanks to this work experience, I have acquired a greater technical awareness of artistic gymnastics and I could organize better training sessions to prepare girls for the competition.

My communication skills and the ability to deal with people of all ages, have also improved with the internship at my local nursery school: for one month I helped teachers with the daily activities for the children. I had a lot of fun, but it was also tiring because children so young have lots of necessities and you need to be particularly careful to prevent any kind of problem.

And so, why should I apply to a Telecommunication Industry?

Because, as you can see in the attached CV, I am graduated in Telecommunications and Electronics engineering and I am currently attending the master's degree in Telecommunications.

During my studies I have acquired the necessary hard skills and with my work experiences I have sharpened my communication and organizational skills.

It would be great to find a job in this field after the hard work and all the sacrifices I've done until now.

That's all for now, but I'm available if you need more information.

Sincerely,



CV Contest – 2019

Cover letter:

Motivation
Personality



Automation Engineer

Dear Mrs. Bertozzi,

I'm writing this letter because I would like to apply for the position of Programme and Project Manager that your company is proposing.

I'm a highly motivated student, currently enrolled in the international master's degree of Automation Engineering in University of Bologna, and I'm really interested in becoming a project manager after my graduation. Based on my field of study, I'm mainly interested in working in the Automotive sector (among the ones proposed). During my life as a student, I have developed quite a good amount of experience in teamwork, mainly thanks to group projects assigned during both bachelor and master's courses, regarding a huge variety of different teachings and topics. That's the reason why I believe to be suited for the versatility required by this position: because I am used to approach a completely new problem for the first time, together with a team of colleagues, and to obtain rapidly the instruments needed to grasp the essential knowledge required to get to the solution.

But I have been used to work in team for a long time, since high school in fact: I am part of Lions Club International, a worldwide voluntary association with humanitarian purposes. In particular, I have been a member of my local Leo club (the denomination for Clubs with members under thirty-five) for more than 7 years, organizing charity events with my colleagues.

During my studies, I have touched topics about business and finance, with courses in business plan, industrial logistics, project management and soft skills.

I believe that this could be a great opportunity also to develop my professional skills and to increase my experience in this field.

In any case, I would really appreciate the opportunity to demonstrate my capabilities to you in person.

I'm looking forward to discussing my application with you at an interview.

Thanking you in advance for your time,

Gian Marco Selleri