

Catharine De Klerk

Curriculum Vitae



PERSONAL INFORMATION

Catharine Marieke De Klerk
15-09-1993
Dutch / Belgian

ADDRESS

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Italy

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[Catharine De Klerk | LinkedIn](#)

LANGUAGES

Native language: Dutch

English (advanced)	C1-level
French (advanced)	B2-level
Italian	B1-level
German	B1-level

COMPUTER SKILLS

Comfortable using:
Microsoft Office, Excel, Outlook, PowerPoint, iMovie, Movie Maker and Photoshop.

WORK EXPERIENCE

Founder/ Owner Pedaliamo Tutti, The Hague - Rome, Netherlands / Italy

1 June 2020 – present

Together with my business partner, I founded a company focused on the export of Dutch second-hand bicycles to Italy. I am mainly involved in the communication, including the organization of transport and the digital marketing for the B2C sales on Italian marketplaces. To optimize sales results, I make market analysis, draft communication plans and design online brochures. I also conduct face-to-face sales.

Tour guide TopBike Rental & Tours, Rome, Italy

April 2018 – present

As a tourist guide, I organize tours around Rome by bicycle. What I appreciate the most is to communicate with people from all different backgrounds. The job has improved my sense of responsibility in different ways; I learned to lead groups, deliver informative and entertaining experiences, guiding people safely through the Roman traffic. The tours are mainly held in Dutch and English.

Teacher English Vinschool Rờng Mằm Non Times City, Hanoi, Vietnam

November 2018 - January 2019

Throughout the months December and January during my travel through Vietnam, I taught English to a class of ten children in the age of ten years old. The courses were mainly focused on English vocabulary and grammar.

Internship at the Dutch Employers Confederation VNO-NCW, The Hague, Netherlands

September 2017 - January 2018

The confederation of Netherlands industry, PZO-ZZZ, represents the interests of self-employed persons through its seat in the Social Economic Council. During this internship, working in partnership with other organizations, I regularly went to the European Parliament to speak about the interest of Dutch freelancers in both the Netherlands and the EU. In addition, I organized monthly meetings for members and gained experience of producing internal and external communication for the organization.

Front Office Employee Hotel Court Garden/ Hotel Sebel, The Hague, Netherlands

July 2017 - October 2017

In both hotels, I have worked as a front-office employee. In this function, I was concerned with activities such as check-ins and the registration of new bookings. I learned how to keep calm under pressure serving customers arriving from all around the world while keeping meticulously organized. Effective communication with colleagues was key to this role.

Customer liaison and Brand Ambassador Promotion Partners, Amsterdam, Netherlands

December 2016 - January 2019

As an employee of Promotion Partners, I greeted clients at trade fairs and ran promotional projects on freelance basis while supporting myself through university.

Market Researcher, Hostess and Brand Ambassador Auxilium Promotion & Advise, Amsterdam, Netherlands

February 2015 - October 2018

On behalf of Auxilium, I represented start-ups and well-known brands. Conducted hostess campaigns for such as the Bijenkorf, Jaarbeurs Utrecht and Holland America Line. As a market researcher, I collected data by conducting exit research, customer satisfaction surveys and face-to-face interviews for companies such as: Aldi, BDP management and Sennheiser.

Promotion and Sales Ambassador/ Team Leader Dutch Moving Promotions, Hilversum, Netherlands

June 2012 - April 2018

As a team leader, I had the responsibility to sell fibre optics for providers such as Vodafone. At various events, I provided information to customers. This job has given me useful experience in the commercial sector. In addition, I taught how to appeal and to motivate fellow employees in an efficient way.

CERTIFICATES

2013 – Driving license B

2013 – French language B2

**2017 – MOA Certified fieldwork
researcher face-to-face interviewer**

2018 – TEFL-certificate basic 24h

**2020 – Microsoft Technical Support
Teleperformance, Athens**

ORGANIZATIONAL SKILLS

For the Dutch general elections in 2017, I participated in the campaign of the political youth organisation

‘Jonge Democraten’. I was active in the organisation and communication of regional public events.

I am quite adventurous and like to travel. This enables me to continuously develop my organizational skills. In the past ten years I lived for a several months in different locations, including: Scotland, Belgium, France, Vietnam, Australia, Italy and Greece.

CHARACTERISTICS

- perfectionist
- analytical
- ambitious
- curious
- social

INTERESTS

- politics
- history
- sociology
- traveling
- everything about the continent of Europe (especially France and Italy)
- theater / cabaret
- animal rights
- architecture

EDUCATION

**Bachelor of Arts degree in European Studies, The Hague University, Netherlands
September 2013 - January 2018**

Studied public policy, private business and culture: over four years my focus was on the functioning of the European Union, development and the role of western countries in comparing the global south. The management of communication skills, marketing, management and foreign languages -with a career context- was another highlight. My dissertation was on animal welfare in food supply chains within the EU.

**Minor Peacebuilding after Conflicts, The Hague University, Netherlands
September 2016 - January 2017**

In the first semester of 2016, I followed the minor 'Peacebuilding after Conflicts', in which I studied the important facets of diplomacy in times of international conflicts.

**Arts, Lettres et Langues, l'Université d'Avignon et des Pays de Vaucluse, Avignon, France
August 2015 - December 2015**

In the first semester of 2015, I read 'Art, Literature and Languages'. I took courses in French and English literature, American and English studies, the German and French languages, Islamic history and theater studies.

**ILA - Linguistique Institut Adenet, Montpellier, France
March 2013 - May 2013**

For two months, I studied intensively the French language during gap year.

**Political Science, Free University of Brussels, Belgium
August 2012 – January 2013**

In the summer of 2012 I started studying political science. Although the study was closely related to my interests, I decided not to complete the study.

**Waldorf School Zutphen, Zutphen, Netherlands
August 2006 - July 2012**

Completed my secondary education in the subjects: economics, history, art history, mathematics, English, French and Dutch.