

Curriculum Vitae



Name and Surname: Petra Nováčková

Citizenship: Czech Republic

E-mail: novackova.pet@gmail.com

Education:

- High School: **Slovanské gymnázium Olomouc** (2005-2009)
- University: **Masaryk University in Brno**, Faculty of Social Studies – Bachelor in European studies and International relations (2009 - 2013)
- Erasmus exchange: Great Britain, **University of Plymouth, Business school** – International Relations and Politic (September 2010 - June 2011)
- Summer university: **Central European University (Budapest, Hungary) summer course** – Advanced EU Legal Practice – Total Law (July 2012) – gained diploma with distinction Cum Laude
- **Universidad Nacional Autónoma de México**, Facultad de Ciencias Politicas – International Relations (February 2013 – June 2013)

Languages:

English: C1 (TOEFL iBT score: 95)
Spanish: B2
French: A2
Czech (native)

Work experience:

- **Central Bohemia Region Representation at the EU, Brussels (September 2012 – December 2012)** – Translations of official documents, reporting from conferences regarding regionalism and the EU affairs, work on sustainable regional development, support office work

- **Sluňákov – Olomouc Centre for Ecological Activities, Olomouc (November 2012 - ?)** – Review and edit of the book: Sustainable Development Methodology for Teachers, tutorial and consultations regarding European Union funds (Youth in Action, Lifelong Learning Program)
- **Club Of Rome European Support Center, Vienna (August 2012 – September 2012)** – Preparation of Global Climate Change Symposium and other events.
- **Institute of International Relations Prague (January 2012 – May 2012)** – Independent Researcher – I was preparing materials for the Czech Foreign Policy Analysis yearbook 2011.
- **MuniMun (UN simulation), Brno** – I am a head of a program team for the annual model of the United Nations at the Masaryk University.
- **Forum 2000 Foundation, Prague (October 2011 – June 2012)** – I was working as a reporter at the annual Forum 2000 conference and helping to prepare an annual report.
- **EU Career Ambassador (September 2011 – June 2012)** – I was working for European Personal Agency (EPSO) as the EU Career Ambassador for the Czech Republic (preparation of seminars regarding EU employment possibilities, advice for applicants, attendance of Job fairs...)
- **The Millennium Project, Washington D.C. (June 2011- September 2011)** – Internship: Representing the Executive Director at meetings and writing reports, updating and improving 15 Global Challenges for the annual “State of the Future” report (mainly Democratization and Peace and Conflict challenge), improving the Global Climate Change Situation Room website, preparing materials for the monthly report for US army regarding environmental security issues, general office support.
- **Student section of IIPS** (International Institute of Political Science, Masaryk University) – I’m occasionally doing support work for IIPS (organization of Czech-German day etc.)
- **Placement in DCRS** (Devon and Cornwall Refugee Support) **(October 2010 – May 2011)** – I was helping refugees with administration process and legal issues, planning free time activities etc.
- **Volunteering for ARPOK** (Agency for Development Assistance and Humanitarian Aid of the Olomouc Region) **(2008 – 2010)** – I was organizing exhibitions and helping with preparation of educational programs.
- **Volunteering at the IWAS Junior World Games, Olomouc (August 2010)** – I was working as a delegate and interpreter for United Arab Emirates delegation.

- **International Conference Looking for the Futures 2010, Palacky University Olomouc (August 2010)** – I was member of the support service team.
- **ESN** – I'm member of Erasmus student society, I spent one year in England as an Erasmus student and now I'm helping Erasmus students in Brno.

Other activities:

- **Green Urban Living Training, Manchester (January 2013)** – I attended one week training on the topic of green and sustainable development of the cities, organized by British Council as a part of the Youth in Action Program.

References:

- **Jerome C. Glenn**
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