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Subject: Conseiller/ère Europe

Dear Sir or Madam,

I recently saw the career posting for Conseiller/ère Europe. After reviewing the expectations and responsibilities of the position, I can see myself working for SynHERA organization, and thus, wish to be considered as a suitable candidate.

My professional career in the international business environment and the European institutions makes me a person willing to deal with varied projects and customers.

I have been working as a **Project Manager Officer** in Thales Alenia Space where through my three years' employment I have been demonstrating a keen ability to budget and risk management. I have been responsible for planning, operational actions and team coordination.

I have been in charge of **the international project development** for Kymppitalot company (Passive construction and sustainable technologies). I have developed competencies in **marketing**, administrative and **commercial** fields. I have **negotiated** with suppliers and have programmed the **events and meetings**. I have coordinated the operations of international trade shows, web development and marketing strategy. This occupation has helped me to expand my investigative skills. The customization and strategic process development were part of my daily tasks.

During my work experience in **European institutions** (DG Research and Development in Brussels and European Court of Auditors in Luxembourg), I have accomplished communication, administrative and financial management. I have been in charge of JTI's Circa site development - enabling workers to share information, distribute formal documents and enhance daily communication. I was also responsible for internal control standards in DG Research.

I am **dynamic, open-minded, curious, pragmatic and customer-service oriented**. I like to discover and take on new challenges. I am able to work in a proactive and autonomous way and I have a strong collaborative mind.

My choice of education and work experience have been guided by a single desire: to utilize my skills within a team contributing to intercultural dialogue continues learning and project management. I am convinced that my knowledge in project management and communication fields can be the real assets for Syn HERA projects.

If there is any more information you would like me to provide, please do not hesitate to contact me.

I look forward to hearing from you.

Anna Polcyn