**Curriculum Vitae**



# ANNA CSAPÓ

# Personal Facts:

Date and Place of Birth: 10 th of May 1981, Budapest - Hungary

Address: Calle de Chantada 41. Madrid

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# Academic Studies:

1999-2001 Budapest Business School Faculty of Commerce, Catering and Tourism: Tourism course: Travel agent training, Hotel protocol and system,accounting and economics . Certification in business English. Budapest,Hungary

2006-2010 University of Károli Gáspár.English Philology : Specialisation in Linguistics, Traduction and History. Budapest

2010 Universidad Complutense de Madrid, Faculty of Education(with Erasmus)

# Work Experience:

June-August 2000 **Apex Tours (practice)**: Tourism Agency. Advising clients, contacts with other travel agencies and hotel reservations. Budapest

Enero-Junio 2001 **Hotel Pava Plaza (practice):** Recepcionist. Budapest

2001-2006 **Libri Bookstore(saleswoman)**: Customer service, keeping in touch with editorials in the departments of foreign languages​​, literature and history. Budapest

2008 July-August **Libri Bookstore**

2008-2010 **English Teacher:** individual and group tutoring: theory, grammar, phonetics, vocabulary, conversation. Budapest

2012 April-Sept. **Petra’s International Bookstore:** managing a bookstore where I was responsable for the national and international purchase and sale of books in the shop and via internet. Cataloging the different types of books and training of future catalogers. I used English and Spanish on a daily level. Madrid, Spain

2013- **Mission Cleimd**: Organiser of Language Interchange meetings. Madrid

# Languages:

Hungarian: Native speaker

English: Bilingual level

Spanish: Bilingual level

French: Basic level

Irish: Basic Level

# Skills:

Capacity to work in as a team member, creativity and adaptabilit

**Informatics**: User level of Microsoft Word, Excel, PowerPoint and Photoshop.

**Interests**: History, Arts, Literature, Linguistics, languages, different cultures of the world.

I started my primary class studies in India in an English school where I have lived for 3 years.