

## Personal Data

**NAME** Nico Fabian Kaczmarczyk  
**ADDRESS** 150 Bay Street, 07302 Jersey City, NJ  
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**NATIONALITY** German  
**DATE OF BIRTH** 01/29/2001

**POSITION** Internship

## Experience

**DATE** 2016 - today  
**POSITION** Mini job  
**TASK**  
- repairing new garage doors  
- writing bills  
- conversations with costumers  
**COMPANIE** Ferroton Tür- und Torsysteme, Kiel, Germany

**DATE** January 06.-17.2020  
**POSITION** Accounter  
**TASK** Financial Accounting  
**COMPANIE** Sozietät Hartz, Accounter, Kiel, Germany

**DATE** January 2016  
**POSITION** Supporting Teacher at Elementary School  
**TASK**  
- Child Care  
- Takeover of Lessons  
- Assessment of Tests and Homework  
**COMPANIE** Grundschule Surendorf, Kiel, Germany



## Resume

### Education/Academic

**DATEN** 2018- 2021  
**QUALIFIKATION** High School  
**INSTITUTION** Club Of Rome School- Lernwerft

**DATEN** 2021- Today  
**QUALIFIKATION** Bachelor of Business Administration  
**INSTITUTION** Alliance University

### Expertise

**LINGUISTIC PROFICIENCY** German, Polish, English  
**BASIC LINGUISTIC** French and Spanish

**COMPETENCIES** Computer and written skills. Creative, team player and critical, time management

**METHODICAL SKILLS** Strategic work  
careful  
success-oriented

**COMPUTER SKILLS** Computer advanced course completed in school in the field, Word, PowerPoint, KeyNote and Pages

**ADDITIONAL INFORMATION** Feedback from previous Internships:  
"Mr. Kaczmarczyk always showed up on time. During his internship, he also showed a great deal of interest in the tasks assigned to him. He carried out these tasks independently, with care, accuracy and personal commitment."