





MGR. PETRA SAJBENOVA

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Skolegata 1, Fredrikstad 1606, Norway 

Date of birth: 22. 10. 1992 

SKILLS

Microsoft Excel

Advanced

Microsoft Word

Advanced

Microsoft PowerPoint

Advanced

Microsoft Outlook

Skillful

LANGUAGES

English

Upper intermediate (B2)

Slovak

Proficiency (C2)

Czech

Proficiency (C2)

German

Elementary (A2)

Norwegian

Elementary (A2)

INTERESTS OR HOBBIES

In my free time I like to do sport, floorball, run.

DRIVING LICENSE

B

WORK EXPERIENCE

ASSISTANT

BARNAS KULTURHUS AS / FREDRIKSTAD, NORWAY / SEPTEMBER 2021 - CURRENTLY

- assistant in afterschool club in children international school
- preparation of activities - activity papers, outdoors activity
- preparation of meal

HR ASSISTANT

GQSYSTEMS, S.R.O. / BRATISLAVA, SLOVAK REPUBLIC / FEBRUARY 2018 - APRIL 2018

- university intership
- databases management - responsible for correct data input
- research, recruitment
- support

RECEPTIONIST

FIT INN FITNESS / BRATISLAVA, SLOVAK REPUBLIC / FEBRUARY 2015 - AUGUST 2015

- acceptance/cancelling of contracts
- sales
- administration
- running of fitness centre
- cleaning

RECEPTIONIST

FIT CURVES DUBRAVKA / BRATISLAVA, SLOVAK REPUBLIC / FEBRUARY 2014 - DECEMBER 2014

- instructor in fitness center
- receptionist - sales, administration, running of fitness center
- cleaning

EDUCATION

FACULTY OF MANAGEMENT

Human resource management
Comenius University / Bratislava, Slovak Republic / September 2016 - June 2018
Master degree

FACULTY OF MANAGEMENT

management
Comenius University / Bratislava, Slovak Republic / September 2013 - May 2016
Bachelor degree

COURSE OR CERTIFICATE

NORWEGIAN LANGUAGE COURSE

Fredrikstad international school / September 2021 - March 2022