

# CURRICULUM VITAE

## **Personal Data:**

Name: Eszter Bóna

Date and place of birth: September 12<sup>th</sup>, 1977 Pápa

Nationality: Hungarian

Address: 8230 Balatonfüred, Damjanich u. 5. Hungary

Email: boneszter@gmail.com

Telephone: +36303821986

## **Practice, Working Experience:**

### **2023- University of Pannonia Nagykanizsa, Associate professional**

**2019-2023** I helped a family business with general administration, bank administration and translation tasks

### **2017-2019 Almádi Public Foundation, Event organizer**

Main tasks: full-scale organization of events, preparation of financial plans, contact with city organizations

### **2005-2017 Ramada Hotel & Resort Lake Balaton**

#### **2005-2008 Marketing & Sales assistant**

Main tasks: sales promotion, administration, online and offline marketing

#### **2008-2017 Corporate sales manager**

Main tasks: organization of conferences, meetings from pricing to agreement, conducting negotiations with domestic and foreign, existing and prospective partners, preparation of budgetary reports

**2004-2005 VTS Group Hungary, Office manager**

Main tasks: general administration, banking, financial transfers, organization of events, sales promotion, communication (written and oral) in foreign languages to international contacts

**2001-2002 Hotel Mercure Budapest Buda, Manager assistant trainee**

Main tasks: group and individual reservation, assisting reception work, participation in sales, communication (written and oral) in foreign languages

**Education:**

**2020-2022 University of Pannonia**

**Obtained qualification:** Certified translator and interpreter

**1997-2003 University of Veszprém**

**Obtained qualification:** Economist

Tourism and catering, hospitality specialization

**1992-1996 Óbudai Árpád Secondary Grammar School, Budapest**

**Languages:**

English advanced

German intermediate

**Other Skills:**

Windows, Office, Internet  
Driving licence: B category

27 January 2025

Eszter Bóna