MIXHE JESSICA Single

Rue XXX Driving license

XXXX XXXX Mobile: 0032 XXX XX XX

Belgium Date of birth XX/XX/XXXX

Nationality: Belgian XXXX@gmail.com

**Political Scientist**

Work experience

* 2013 Attaché for the cross border program “ INTERREG France-Wallonie-Vlaanderen” and in charge of the bilateral relation with France – **Wallonie – Bruxelles – International** *(January 2013-Today)*
* 2012 Bank employee for investments in foreign currencies – **BNP Paribas Fortis** (*August 2012-January 2013)*

Bernheim Assistant – **Permanent Representation of Belgium to the EU** – COREPER I (Environment and Competitiveness topics) *(February-June 2012)*

* 2011 Bernheim Assistant - General Direction European Affairs (DGE) **Foreign Affairs Ministry** – Justice and Home Affairs – Trade policy of the EU - WTO *(September 2011- January 2012)*

Trainee at the **Studies Center between Latin America and the European Union** (CERCAL) *(January- May 2011)*

* 2010 Trainee at the **Embassy of Belgium in Madrid** – Consular and political departments *(September-December 2010)*
* 2007 Trainee at Univerdisad Politécnica de Valencia (Spain), Arts Faculty, Cultural and International Relations Department – Awarded special prize by the Spanish Embassy *(January – June 2007)*
* 2006 Trainee at the city of Hasselt (Belgium) – Protection of Heritage department *(April 2006)*

Publication

* Mixhe, J 2012, “L’alternative au modèle socialiste cubain actuel: des Lineamientos du VIe Congrès du Parti aux perspectives d’intensification des relations avec l’Union européenne”, *Etudes Caribéennes (2012-22)*, 14p. URL: <http://etudescaribeennes.revues.org/6297>

Education

* 2009-2011 Master in Politics, International Relations (Université de Liège - ULg)
* 2007-2009 Bachelor in Politics (Université de Liège - ULg)
* 2004-2007 Bachelor in Public Relations (Haute Ecole de Liège)
* 1998-2004 Secondary studies in foreign languages (Dutch – English – Spanish)

Work as student

* 2011 French Tutor (Berlitz School Language)

Casual worker for the University (ULg)

* 2010 Administrative Assistant in the Federal Finances office

Staff Leader (Berlitz School Language)

Casual Worker for the University (ULg)

City Guide for Flemish students (Roeland)

Personal tutor in Dutch, French, English and constitutional law (MySherpa)

* 2009 Receptionist at the university admission desk (August)

Administrative Assistant in the Federal Finances office (July)

Staff Leader of camp holidays for children

Personal Tutor in Dutch and French (Admitis)

Debate Leader in a town conference about citizenship

Languages

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Written | Spoken | Oral comprehension | Written comprehension |
| French (mother tongue) | Excellent | Excellent | Excellent | Excellent |
| Spanish | Fluent | Fluent | Fluent | Fluent |
| Dutch | Very good | Very good | Very good | Very good |
| English | Very good | Very good | Very good | Very good |
| German | Basic | Basic | Basic | Basic |

Others Skills

* Office, Internet and computer literate
* Taught MFL in Belgium (English) and in Spain (Dutch)
* Training “Infocycle” (Belgian Technical Cooperation)
* Dutch classes to the Willemsfonds since September 2012 (Brussels)
* Training for *Trust persons* (contact point for sexual and moral harassment) (april 2015)

Other interests

* Member of the board for NGOs: “Chaînes de Services et d’Amitié”; “Equipe Technique France-Wallonie-Vlaanderen”, “Secrétariat Conjoint France-Wallonie-Vlaanderen”
* Travelling, reading, coordinating holiday camp, cooking, volunteering for local charities
* Member of Press and Conference commissions for the Political Students Union (University of Liège, 2007-2008)

Qualities

* Reliable, prepared to take responsibilities, leadership skills, punctual, good natured, sociable, honest, organised, independent, perseverant