


PERSONAL
INFORMATION**Krisztina Réder**

 Gyári u. 8., 9200 Mosonmagyaróvár (Hungary)

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 reder.kriszina@sze.hu

Date of birth 06 September 1980

WORK EXPERIENCE

01 January 2023 –

Faculty secretary

Széchenyi István University, Albert Kazmer Faculty of Mosonmagyaróvár, Department of Food Science

Organising adult education courses, assisting in their implementation, preparing the related financial reports, settling the accounts of grant contracts, administrative tasks.

Organising national and international events, administrative tasks.

Contributing to the implementation of national and international tenders.

01 January 2016 – 31 December
2022

Expert in charge

Széchenyi István University, Faculty of Agricultural and Food Sciences, Institute of Training and Consultancy

Organising adult education courses, assisting in their implementation, preparing the related financial reports, settling the accounts of grant contracts, administrative tasks.

Organising national and international events, administrative tasks.

Contributing to the implementation of national and international tenders.

01 May 2013 – 31 December
2015

Institute engineer

University of West Hungary, Faculty of Agricultural and Food Sciences, Institute of Training and Consultancy

Organising rural development and adult education courses and events (lectures, consultations, presentations), assisting in their implementation, preparing the related financial reports, and settling the accounts of grant contracts.

Organising national and international events, administrative tasks.

15 February 2006 – 30 April 2013

Proposal manager, On-site inspector

Agriculture and Rural Development Office of Győr

Processing applications, control of successful applications

2004 - 2005

Trainee

Raps Gbr Saatzucht Lundsgaard, Germany

Seed breeding

- 2004 **Trainee**
Óvártej Zrt., Mosonmagyaróvár
Study of the cheese-making process

- 2004 **Trainee**
Dunamenti Mezőgazdasági Zrt., Mosonmagyaróvár
Study of the operation of a livestock farm

EDUCATION AND TRAINING

- 2000 – 2005 **Food Quality Assurance Agricultural Engineer (Msc)**
University of West Hungary, Faculty of Agricultural and Food Sciences, Mosonmagyaróvár

- 1995 – 1999 **Graduation**
Kossuth Lajos High School, Mosonmagyaróvár

PERSONAL SKILLS

Mother tongue(s) Hungarian

Other language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
German	B2	B2	B2	B2	B2
English	A1	A1	A1	A1	A1

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2: Proficient user
[Common European Framework of Reference for Languages](http://www.cerl.eu)

Communication skills Good communication skills, oral and written

Organisational / managerial skills Organisation of educational, faculty events, courses, national and international events, tendering programmes.

Job-related skills Team spirit, good problem-solving skills, flexibility, ability to work under pressure

Computer skills Microsoft Office (MS Word, Excel, PowerPoint), using mail and internet search engines

Driving licence(s) category B