

PERSONAL INFORMATION

Anna Ruggiero



 28, Via Giacomo Matteotti, Grumo Nevano, 80028, Italy

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 anna.ruggiero92@live.com

Sex Female | Date of birth 16/04/1992 | Nationality Italian

Job applied for

Legal

Position

BANDO ERASMUS+ TRAINEESHIP - "UNIVERSITIES FOR EU PROJECTS"

Preferred job

Project manager

Studies applied for

Law

JOB APPLIED FOR
POSITION
PREFERRED JOB
STUDIES APPLIED FOR
PERSONAL STATEMENT

WORK EXPERIENCE

07/04/2017- Present

Web Writer

<http://www.tuttoapp-android.com/>

▪ Writing articles
[Business or sector](#) Journalism

16/02/2013- 11/08/2016

Web Writer

<http://www.websec.it/author/anna92/>

▪ Writing articles
[Business or sector](#) Journalism

30/06/2014- 31/12/2015

Web Writer

<http://tecnoguide.info/author/anna/><http://www.tecnoandroid.it/author/anna/><http://notizialo.info/author/anna>

▪ Writing articles
[Business or sector](#) Journalism

01/01/2010- 30/04/2012

Web Writer

<http://www.trucchi-computer.com/blog/author/anna-ruggiero/>www.video-classifica.comwww.storiedicronaca.it/author/anna9

▪ Writing articles
[Business or sector](#) Journalism

EDUCATION AND TRAINING

03/2017- 07/2017 **Degree in Law (Erasmus)**

Eberhard Karls Universität, Tübingen

- Erasmus

2013/2014- Present **Degree in Law**

University "Federico II", Naples

2006/2007- 2010/2011 **High School Graduation**

High School (specializing in classical studies) "Francesco Durante", Frattamaggiore (NA)

- Ancient Greek, Latin, Italian, Biology, Chemistry, English History, Philosophy

PERSONAL SKILLS

Mother tongue(s) Italian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	B1	B1	B1	B1	B1
Certificate CLA, Università degli Studi di Napoli "Federico II"					
German	A2/B1	A2/B1	A2/B1	A2/B1	A2/B1
Certificate DAF, Eberhard Karls Universität, Tübingen					

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

Communication skills

- excellent communication skills gained through in multiple situations where collaboration between different figures was indispensable.
- excellent contact skills with children gained through my experience as Red Cross Volunteer
- excellent communication skills gained through as Promoter
- Ability to relate to people of different nationalities and cultures.
- Ability to communicate clearly and accurately.

Organisational / managerial skills

- good organizational skills acquired teamwork in different fields (Director of the journalistic editorial office of the "Matteotti-Cirillo" School of Education)
- good team skills acquired as organizer of events and parties

Digital competence

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Independent user	Independent user	Independent user	Independent user	Independent user

Levels: Basic user - Independent user - Proficient user
[Digital competences - Self-assessment grid](#)

ECDL Certificate

Other skills

- First aid: first aid, skills acquired as a Red Cross Volunteer
- Playing music and song
- Reading
- Arts
- History of Egypt

Driving licence

B

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16/04/1992, Naples

Italian

To whom it may concern,

I am a 5th-year student of the Master's Degree in Law, at Federico II University in Naples. I recently completed the summer semester at "Eberhard Karls Universität" in Tübingen.

There are several reasons that have contributed to maturing my will to study for a brief time in Germany. First of all purely professional as I consider it a great opportunity to perfect my training but surely has affected my personality as I am a dynamic person who likes to travel and establish relations.

I won a grant for traineeship under the project "UNIVERSITIES FOR EU PROJECTS" promoted and managed by the SEND consortium. The Erasmus grant will offer me financial support and insurance cover, so there is no additional burden on the company in hosting me.

I would like to be able to undertake an internship at your company to experiment and develop my skills in planning and really understand how a system needs to be governed by the creation of a shared participation process. I would welcome the opportunity to utilise the knowledge and experience I have gained and I'm gaining from my formal studies and through my responsibilities as director for the organisation of school newspaper, as a volunteer in Red Cross Association and as a football referee that have enabled me to develop my leadership skills.

My study experience over the last summer at the University of Tübingen helped me to develop an ability to communicate and establish relationships with people of other and cultures and has offered me opportunities to adapt to new environments. I have learned how important it is to be flexible and make use of my own resources.

I think the qualities I have grown wiser can certainly help me in the field of work that, after graduation, I want to undertake.

My degree thesis will be pertinent international law and that is why one of my postgraduate goals is to find employment in the international arena, as a career in international organizations or in the institutions of the European Union, not only in the field of legal services but in every area of EU competence.

I've always liked to have challenging goals to achieve and I found that stubbornness and determination have always helped me to reach the ambitious goals I set for myself.

Having to choose two qualities to describe my personality I would say determined and generous. Thanks to them, I never lost sight of my goals, without focusing too much on myself and on my needs. At the same time, I am a gritty person, with a strong propensity to problem-solving and a strong creative vein. I love everything that means innovation and experimentation.

I would like to greatly expand my knowledge and enrich my cultural background with this internship experience and be able to experience in your company, being interested in issues related to planning, policy and strategy.

I am available for interview at any time in the coming weeks.

I look forward to hearing from you.

Yours sincerely,

Anna Ruggiero