

Curriculum vitae

Personal data

Name: Ing. Jana Klenkova, Ph.D.

Date of birth: 22nd May 1976

Address: Bezdrevska 7
370 11 Ceske Budejovice
Czech Republic

Phone: +420 608 731477

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Education

1999 – 2004

University of Economy Prague

Postgraduate PhD studies in Marketing (Communications, Internet Communication)

1994 - 1999

University of Economy Prague

Bachelor (Hons) and Masters (Hons) Degree in Economy with specialisation: Journalism, Business
Economy, Marketing and Management, Communication

Thesis: Customers relationships management in PR agency

1990 - 1994

High school

Leaving Certificate with specialisation: Mathematics

Employment History

January 2005 – present

AAC Czech s.r.o. (The successor of LIBRA Electronics)

B2B specialist (responsible for B2B, project manager for new B2B system based on SAP)

August 2003 – January 2005

LIBRA Electronics a.s. – SAMSUNG General Partner for CZE

Promotion specialist (responsible for marketing communication and internet communication)

B2B specialist (member of team for new B2B system, B2B project manager)

November 2002 – July 2003

Ceska plynarenska unie (Union of Czech Gas Corporations) – *Manager*

(A member of the Executive Committee, responsible for Office, Marketing, Communication and Web)

March 2001 – November 2002

Ceska Televize (Public Television of the Czech Republic) –

Project Co-ordinator for International Broadcasting

1996 – 2000

MF DNES Newspaper (The largest newspaper in the Czech Republic) - *Correspondent*

(Economical and Cultural Sections)

November 1999 – April 2000

@test Company - *Web Developer, Responsible for HR*

October 1999 – March 2000

TV Channel Eurosport - *Commentator and Czech National Broadcasting Editor*

July 1999 – August 1999

CTK (Czech Press Agency) - *The Internet Newspaper Corrector*

Internet news server www.ceskenoviny.cz

January 1999 – June 1999

Public relations agency Impact – *Customer service manager*

Other Activities

Assistant Lecturer at University of Economy Prague (1999-2004):

The Principles of Marketing

Marketing Communication

Marketing on Internet

The Public Relations and Fundraising for non-profit organisations (seminar)

The Preparation, Management and Controlling of projects (seminar)

Czech Rhythmic Gymnastics Federation:

Manager for foreign activities, Webmaster, Communication Manager,

Organizer of Seminars and Events

Czech Red Cross Youth (1995-2001):

The member of executive committee, Manager for Communication and Public relations,

Chief-editor of internal Magazine, the Lector and the Member of Executive Group for Leadership

Training Project and HIV/AIDS Project, Organizer of Seminars and Events, Project Manager

Publication

The Marketing (Co-author, C.H.Beck Publishing, published 2003)

Publications in professional magazines

Author of Professional Conferences Presentations

Other Skills

Computers:

Advance knowledge of MS Office

Good knowledge of Microsoft operating systems

Good knowledge of Imaging Programs and good knowledge of Computer Graphics principles

HTML, ASP and PHP+MySQL web pages developer

Navision Financial, SAP

Languages:

English - Fluent

French – Upper Intermediate knowledge (DELF 1st degree)

Russian – Intermediate knowledge

German – Basic knowledge

Native Czech speaker

Driving licence A,B