

**Europass
Curriculum Vitae**



Personal information

First name/ Surname **Kinga Szebeni**
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E-mail kinga.szebeni@gmail.com
Nationality Hungarian
Date of birth 26.01.1975
Gender Female

Work experience

Dates Dec 2007 – Jan 2015
Occupation or position held Policy Officer

Dates February 2015 – at present
Occupation or position held Head of Unit for International Affairs and Grants
Main activities and responsibilities Strategic and program (ESIF) planning and monitoring in the field of VET and Adult Learning, providing support to European and bilateral cooperation in VET, member of the National Accreditation Board (2009-2011),
Name of employer Ministry for National Economy, Department for Vocational and Adult Education Training
Type of business or sector Public administration (governmental body)

Dates	Oct 2012 – July 2014
Occupation or position held	Head of Project Unit – Developments of the Hungarian Qualifications Framework: Linking VET Qualifications
Main activities and responsibilities	Managing project implementation Leading a team of 5 people Member of the HUN Expert Team for Referencing
Name of employer	National Labour Office (governmental body)
Dates	February 2003 – November 2007
Occupation or position held	Program Coordinator
Main activities and responsibilities	Program coordination, project management (information, selection, evaluation, monitoring, support)
Name of employer	Hungarian National Agency for the Leonardo da Vinci Programme
Type of business or sector	European Commission's Program for the development of vocational education
Dates	July 2002 – February 2003
Occupation or position held	Personal Assistant
Main activities and responsibilities	Classical assistance duties, preparation of confidential reports and drafting proposals, assistance to Research
Name of employer	Korn/Ferry International
Type of business or sector	Multinational executive search company
Dates	Aug 1999 - July 2002
Occupation or position held	Program Assistant (part-time)
Main activities and responsibilities	Administrative duties connected to program and training implementation
Name of employer	World Learning / USAID
Type of business or sector	US aid program to assist with the democratic change in the CEE region
Dates	Oct 1998 – 1999 July 1999
Occupation or position held	Training Assistant
Main activities and responsibilities	Assistance with the implementation of a country-wide Phare training program aimed at the cooperation of municipalities and NGOs
Name of employer	Jóléti Szolgálat Alapítvány
Type of business or sector	Non-profit sector (employment and training)

Education and training

Dates	2005 - 2007
Title of qualification awarded	Adult Education Specialist
Principal subjects/occupational skills covered	Adult learning methodology, psychology, e-learning, management
Name and type of organisation providing education and training	University Eötvös Loránd, Faculty of Pedagogy & Psychology
Level in national or international classification	national post-graduate degree (equivalent to MEd)
Dates	1994- 2004
Title of qualification awarded	Scandinavian (Danish) Studies
Principal subjects/occupational skills covered	Danish Language, (Applied) Linguistics, Culture, Society, Literature
Name and type of organisation providing education and training	University Eötvös Loránd, Faculty of Arts
Level in national or international classification	Master's Degree
Dates	1999-2000
Title of qualification awarded	
Principal subjects /occupational skills covered	Financial Management & Banking
Name and type of organisation providing education and training	École Supérieure de Commerce de Rouen /Miskolci Egyetem/
Level in national or international classification	Mastère
Dates	1997-1998
Title of qualification awarded	Diplôme universitaire (DU)
Principal subjects /occupational skills covered	Translation (English French)
Name and type of organisation providing education and training	Université March Bloch (Strasbourg II) / Technical University of Budapest

Personal skills and competences

Mother tongue Hungarian

Other language(s)

Self-assessment <i>European level</i> (*)	Understanding				Speaking				Writing	
	Listening		Reading		Spoken interaction		Spoken production			
English	C 1	Proficient	C 1	Proficient	C 1	Proficient	C 1	Proficient	C 1	Proficient
Danish	B 2	Independent	C 2	Proficient	B 2	Independent	B 2	Independent	B 2	Independent
French	B 2	Independent	C 1	Proficient	B 2	Independent	B 2	Independent	B 2	Independent
German	B 1	Intermediate	B 2	Upper Intermediate	B 1	Intermediate	A 2	Basic	A 2	Basic

(*) *Common European Framework of Reference for Languages*

Skills and competences
Extensive work experience in project coordination & management
Good presentation skills
Strong writing/reporting skills
Ability to work under pressure and in an international teams

Driving licence
Hungarian B type (1993)

ADDITIONAL INFORMATION
Work as Independent Expert (in national and international context e.g. TAIEX Expert Mission in Moldova)
Member of the Editorial Board of the national journal on Vocational Education and Training and Adult Learning (2012-2015)

Theses:

- *A Comparative Analysis of Language Books in Danish as a Second Language (2003, Eötvös Loránd Tudományegyetem)*
- *Systems for Recognition of Prior Learning in Scandinavia (2007, Eötvös Loránd Tudományegyetem)*

PUBLICATIONS

- „Tehetség gondozás Dániában” (Szak- és Felnőttképzés 2012/1.)
- „Útjára indul a TÁMOP 2.2.1” (Szak- és Felnőttképzés (2012/2)
- „Gondoljuk újra az oktatást” (Szak- és Felnőttképzés (2013/1)
- ‘Távtanuló és távtanár’ in Felnőttképzés, 2006. IV. / 2-3.
- ‘Projekt-tükör’ in Leonardo Magazin, April 2003.
- ‘Szeptember 26. – a Nyelvek Európai Napja’ in Socrates Magazin, 09. 2003.
- ‘Vonzó lesz-e a tanulás 2010-re?’ in Leonardo Magazin, 09. 2003.
- ‘CLIL, a tartalom alapú nyelvoktatás’ in Leonardo Magazin, 09. 2003.
- ‘Virtuális tanulási környezet – új lehetőségek az oktatásban’ in Leonardo Magazin, 09. 2003.
- H. Davies- Szebeni K.(2003): ‘Kezdők dán nyelvkönyve’ Holnap Kiadó, Budapest