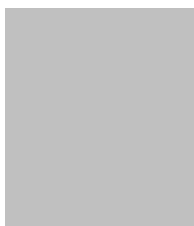



PERSONAL INFORMATION



SIKLOSSY Georgina

 2, Rue de Malaise, B-1331 Rosières, Belgium

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 gsiklossy@hotmail.com

Sex Female | Date of birth 15/12/1977 | Nationality British/Austrian

WORK EXPERIENCE

January 2007 to present

Communication & Press Officer

European Network Against Racism (ENAR), Brussels, Belgium

- Preparing and implementing ENAR's communication strategy
- Gathering and disseminating relevant information through a variety of tools
- Drafting a weekly electronic news update
- Coordinating the editing & production of all ENAR printed publications and communication material
- Drafting communication documents (e.g. Annual Report, leaflets, etc.)
- Developing and maintaining strategic relations with the media at EU level (maintaining media contacts, issuing press releases, contributing articles to external publications, organising press conferences or other media activities, responding to interviews)
- Developing and maintaining ENAR's website
- Developing and maintaining ENAR's social media tools
- Presenting ENAR's work to external audiences

October 2001 to December 2006

Business or sector NGO in the antidiscrimination/equality field

Communication & European Parliament Officer

BEUC, the European Consumers' Organisation, Brussels, Belgium

- Communicating BEUC's messages to external audiences (media and EU institutions)
- Internal communication and networking with BEUC members
- Organising events, press conferences and exhibitions
- Coordinating the Consumer and Health Intergroup in the European Parliament
- Drafting and editing of publications
- Replying to press queries and drafting press releases
- Presenting BEUC's work to external audiences

March 2001 to July 2001

Business or sector NGO in the consumer protection field

Intern in the Communication Unit

European Commission, DG Education and Culture, Brussels, Belgium

- Drafting of the DG's bi-monthly Internet newsletter,
- Contributing to the content of the "Culture" Internet portal
- Participating in stands for the European Year of Languages
- Information research

September 2000 - February 2001

Business or sector EU institution

Intern in the Communication Department

BEUC, the European Consumers' Organisation, Brussels, Belgium

- Summaries and translations
- Editing documents
- Contributing to articles of the quarterly newsletter
- Meeting reports
- Information research

Business or sector NGO in the consumer protection field

EDUCATION AND TRAINING

2004-2005	Master in International Politics – Grande distinction	Université Libre de Bruxelles (ULB), Brussels, Belgium International and European politics, human rights	Replace with EQF (or other) level if relevant
1996-2000	Master of Arts: German and European History – First Class Honours	University of Edinburgh, United Kingdom German language and literature, European history	Replace with EQF (or other) level if relevant

PERSONAL SKILLS

Mother tongue(s) English and French

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
German	C1	C1	B2	B2	B1
Dutch	B1	B1	A2	A2	A2

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user
 Common European Framework of Reference for Languages

Communication skills

- Ability to present complex issues and develop messages in a clear and understandable language to a wide range of audiences, as a result of 10 years' work experience in the communication field
- Good writing and presentation skills, gained through my work experience in editing and drafting a wide variety of content and in giving presentations to small and large groups.
- Committed and flexible team player, through my experience of working in small teams where teamwork is essential
- Ability to work in a multicultural environment

Organisational / managerial skills

- Ability to multitask, prioritise and work under tight deadlines, through the varied nature of communications work and need for quick reactivity in this field
- Experience in organising events (press conferences, exhibitions and meetings)
- Management and supervision of interns

Job-related skills

- Experience in preparing and implementing communication and media strategies
- Experience in coordinating the production of newsletters and publications (both print and online)
- Experience in working in an NGO and membership organisation
- Good knowledge of the EU institutions and EU decision making process

Computer skills

- Good command of Microsoft Office tools (Word, Powerpoint, Excel) and of Outlook, Explorer, Mozilla and Chrome
- Good knowledge of SPIP web content management system
- Good knowledge of social media (Facebook, Twitter, YouTube, LinkedIn)
- Basic knowledge of graphic design applications (InDesign)

Driving licence B