

SANDER BEIJER

I am an ambitious young professional with strong social and organizational skills developed in a managerial position. After building a solid, well-functioning team at my current employer, I'm now looking for a new challenge to further develop myself and my managerial skills. I like working in a dynamic, fast-paced environment, preferably with people from different cultural backgrounds.

PERSONAL DETAILS

-  **Name**
Sander Beijer
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Utrecht
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-  **LinkedIn**
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SKILLS

- Commercial awareness
- Communication
- Cultural awareness
- Leadership
- Administration
- Team building

LANGUAGES

- Dutch ★★★★★
- English ★★★★★
- German ★★★
- French ★★



WORK EXPERIENCE

-  Jan 2019 - Present
Manager
McDonald's, Utrecht
Serve as lead for delegating tasks to restaurant staff and addressing diners' queries. Ensure compliance with safety regulations and maintain a fully-stocked inventory. Manage and coordinate the employee satisfaction survey aimed at identifying areas of staff discontent. Assist with general administrative duties and deal with HR-related queries, including payroll and staff contracts. * Supported various team members to carry out research, analyse data, and make recommendations to senior personnel. * Gave presentations to senior staff members at meetings. * Acquired the essential foundational knowledge of employment law and HR practices.
-  Jan 2017 - Dec 2018
Coordinator Assistant Volunteer
Jopies Fabriek, Maarssen
As Britain's largest employer of people with disabilities, the main role was to support sustainable employment. Respond to customers' needs, prepare weekly reports, schedule meetings, and assist in organizing company events. Provide expert advice on enhancing business operations, and build a good reputation for the business. * Managed the paperwork for new volunteers, including screening of applications for shortlisting and recording personal contact details on the Microsoft Access database. * Learned how to communicate in a professional manner via email, telephone, and letter.
-  Jan 2015 - Jan 2017
Board Member
Amsterdam University of Applied Sciences
* Winner of the 'Bucks Best Business Pitch' award in 2017 Enterprise week, developing confidence in public speaking and presentation skills. * Active member at the university societies: Business Forum and Essex Entrepreneurs.



EDUCATION

-  Sep 2015 - Jun 2019
Bachelor of Science (Honours) in Business Psychology
Amsterdam University of Applied Sciences, Amsterdam
HBO