

MALULU BUANDA Pauline Trinity

JUNIOR BUSINESS ENGINEERING

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PROFESSIONAL SUMMARY

Graduated with a Master's degree in Business Engineering from the Louvain School of Management, I'm actively looking for a job to start my career. With a strong analytical skills and adaptability across industries and environments. Proactive, problem-solver, active listener, and effective communicator. I also stand out for my courage and ambition. Eager to develop my skills in a stimulating environment, I'm ready to put my qualities and energy at the service of your organization to contribute to its success.

EDUCATION

Louvain School Management - University Catholique de Louvain

Mons, Belgium

Master 's Degree in Business Engineering

- Courses : Innovation Management, Transportation & Supply Chain Management
- Thesis : "What belief systems influence the construction and expression of entrepreneurial identity among African women from the diaspora living in Belgium?"

Bachelor of Business Engineering

- Courses : IT, Optimization, Production, Operational Research, Data Management, Econometrics, Econometric, Statistics, Informatic, Human Management, Marketing

PROFESSIONAL EXPERIENCE

New Build Creatives Ressources | London, 2024

4-month internship - *Executive assistant*

- Coordinating projects and managing client relations within a fast-paced and new environment, strengthening adaptability skills.
- Creating and updating files, presentations for partners which improved my responsiveness.
- Managing operational tasks with precision, ensuring smooth workflows and member team collaboration, which improved task prioritization skills and problem-solving abilities.

PhCom Data Management | Evere, 2022-2024

Prospecting/Teleworking student job - Customer database manager

- Real-time data management, with rigor and precision
- Researching business information under tight deadlines, improving my ability to work under pressure

Orange Luxembourg | Luxembourg, 2022

Student job - Customer database manager

- Managing and updating large client databases with rigor and accuracy, developing strong organizational and detail-oriented skills
- Assisting employees with daily tasks by providing accurate client information via email, strengthening my reliability.

Solution Talented | Luxembourg, 2021

Internship - Executive assistant

- Supporting business development by preparing presentations, reports, and data analyses, enhancing analytical thinking.
- Collaborating with diverse stakeholders to deliver tailored training sessions, improving empathy and teamwork.
- Driving change initiatives with stakeholders and team member

ADDITIONAL INFORMATION

- IT Skills : R Studio, Microsoft Excel and PowerPoint, MS Project, Python, Xpress, SQL, Power BI
- Skills : Stress management, Autonomous, Proactive and Organizational skills
- Languages : French (native), English and Dutch (university level)
- Miscellaneous : Private math tutor (Now), Coach vocal, Data analysis, Travel discovery, Economy, Logistics