PERSONAL DATA



Frank van der Schuren

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Born: The Netherlands, Kerkrade,

Date: 28 April 1961

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Facebook: <https://www.facebook.com/frank.vanderschuren>

PROFESSIONAL EXPERIENCE

04/2014 till now (6 months): Linguistic Freelancer

* Translating (EN-NL / NL-EN)
* Proofreading
* Copy-editing
* Content optimization
* Transcribing

Gespecialiseerd in vertalingen van commerciële teksten:

* Websites
* Product-omschrijvingen
* Cursussen & handleidingen

07/2013 till 09/2013 (2 months): Bid en Tender Manager / Business Development Manager

 *Oad Business Travel B.V., Helmond*

Business Development

* Strategic advise opportunities, development 'new business'. .
* Tender coordinator B2B (inclusive Touring car department, Sport & Event Travel, Group & Incentive Travel).
* Support and advise Sales Managers for international sales, client implementations, bid- and tender processes etc.

12/2010 till 07/2013 (2 years, 9 months): Bid & Tender Manager

 *Oad Business Travel B.V., Helmond*

Tender Management

* Responsible for bid- and tender processes.
* Tender coordinator B2B (inclusive Touring car department, Sport & Event Travel, Group & Incentive Travel).
* Support and advise Sales Managers for international sales, client implementations, bid- and tender processes etc.

# CORE COMPETENCIES

Organization competencies

* Customer focused
* Skilled
* Performance focused
* Collaborate

Job competencies

* Communicate
* Analytic ability
* Planning and organizing
* Environment focused
* Creative innovation

# EDUCATION AND QUALIFICATIONS

Experience in relation management, sales, project management, implementations, organization and planning

2015-now HOB Translator English

2011 GBTA Europe CTE Training, Fundamentals of Business Travel

2008 Account management training

2002 Training en Management “Management coaching”

1988-1995 Diplomas KLM Tariffs & Fares courses, all levels (I – IV)

1984 Diploma Professionalism Travel Trade (SEPR)

1979-1981: School for touristic education

 *Breda, Netherlands*

* 1. H.A.V.O. (School for higher general secondary education)

*Helmond, Netherlands*

INTERESTS AND ADDITIONAL INFORMATION

Interests and hobbies: Dogs (Canine instructor, organizer information lectures, mentoring internships), literature, art & design, wines, travel, sports.

Married

2 daughters