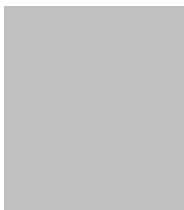


## PERSONAL INFORMATION

Márta BODOR KOPUNOVICS

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 Hungary, 6800 Hódmezővásárhely, Hódtó u. 7.

 62/532-992/150

 [bodor@mgk.u-szeged.hu](mailto:bodor@mgk.u-szeged.hu)

Sex female | Date of birth 26/09/1959 | Nationality Hungarian

## POSITION

department secretary

## WORK EXPERIENCE

1997- University of Szeged, Faculty of Agriculture, Hódmezővásárhely – department secretary  
1979-1997 –VIVODETNT Ltd

Business or sector education/administration

## EDUCATION AND TRAINING

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19773-1977 – Bethlen Gábor Secondary Grammar School – English specialisation –GCE

## PERSONAL SKILLS

Mother tongue(s) Hungarian

Other language(s)

UNDERSTANDING		SPEAKING		WRITING
Listening	Reading	Spoken interaction	Spoken production	
English C1	English C1	English C1	English C1	English C1
ITK language certificate				

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

Communication skills

Good communication skills gained through my experience as secretary and through international projects

## Organisational / managerial skills

I gained my organisational skills through participating in the preparation of national and international scientific conferences and also in that of the ECL language examinations organised in the Faculty.

## Computer skills

User-level command of Word and Excel programmes