



Francesca Moretti

Junior Program Officer

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Education

2015-2018

Master degree in Promotori del dono (Fundraising)

Università degli Studi dell'Insubria (Como, Italy)

2015-2018

Master of Science, MsC in International Cooperation

Università Cattolica del Sacro Cuore (Milan, Italy)

2017

Exchange Program (LLP Erasmus)

Université de Genève (Geneva, Switzerland)

2016

Summer School, Global Governance

University of California Berkeley (Berkeley, CA, United States of America)

2012-2015

Bachelor of Science, BSc (Hons) in International Law

Università degli Studi di Milano (Milan, Italy)

2014

Exchange Program (LLP Erasmus)

Université I Capitole (Toulouse, France)

2007-2012

Social Sciences High School

F. De André High School (Brescia, Italy)

Work Experience

2018- present

Junior Program Officer

Fondazione Italia per il dono Onlus, Milan, Italy

Strategic philanthropy

2017-2018

Recruitment Service Employee

Università Commerciale Luigi Bocconi, Milan, Italy

Back office; Front office; Negotiating; HR; Improving the University Events Planning; Improving communication and web page; Attending conferences and meetings; Business Development and Customer Relationship Management.

2016

Travel Agency Consultant

Viaggi e Miraggi Soc. Coop., Milan, Italy

Back Office; Front Office; Customer Service; Improving the Web page

Student Jobs

2016-2017

IT Lab Staff

Università Cattolica del Sacro Cuore, Milan, Italy
Back office; Customer Service

2012-2016

Northern Italy Staff Manager

Giovani nel Mondo, Rome Italy
MUN (Model United Nations) organization

Languages

Italian

Native

English

Fluent (IELTS 7,5 Certification)

French

Intermediate (DEL F B2 Certification)

Independent Coursework

Job security Course

Università Commerciale Luigi Bocconi, Milan, Italy

Introduction to Fundraising and Europlanning

Università Cattolica del Sacro Cuore, Milan, Italy

Course on Foodpolicy

Università Cattolica del Sacro Cuore, Milan, Italy

Human rights: the rights of refugees

Amnesty International, Online

Education for Sustainable Development

Unicef Italia, Università degli Studi di Milano, Milan, Italy

Specialization Course on Rights, Jobs and Equal Opportunities

Università degli Studi di Milano, Milan, Italy

Skills and certifications

IT Skills

Microsoft: Excel, Outlook, Word, Power Point
Amadeus Selling Platform
Wordpress
SAP Crm

Certifications

Workplace safety training (2017)

Driving Licence

EU driving licence (2012); full and clean

Volunteer Experience & Causes

2016-2017

Volunteer for the help of immigrants and homeless people for
Progetto Arca, Milan, Italy

2015

Volunteer for Bookcity, Milan, Italy

2015

Volunteer for Expo Milano 2015, Milan, Italy