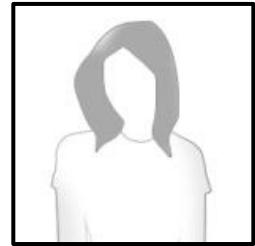

CURRICULUM VITAE

Name Lise de Groot
Address Oegstgeest, The Netherlands
Telephone +31612345678
E-mail ldegroot@planet.nl
Birth 's Hertogenbosch, 20 March 1997
LinkedIn www.linkedin.com/in/lisedegroot



PERSONAL PROFILE

I am a driven and enthusiastic student, practical and solution-oriented, with a broad interest and a healthy ambition, especially in the field of administrative law. I find it fascinating what people drive and what their train of thought is. I look forward to bringing complex disputes between parties to a successful conclusion.

Write a short description of your skills and abilities. Answer 3 basic questions: Who am I? What is my ability? What is my goal? Match this with the vacancy/employer that you are applying to.

EDUCATION

- 2019 – current **Master Constitutional & Administrative Law, Leiden University**
Relevant courses: Administrative Procedural Law, Government liability, Legislation issues, Comparative constitutional law.
Expected to graduate in June 2021.
- 2019 **Exchange Program, Universita di Pavia, Italy**
Courses: Human rights law, International public law, Law of the EU.
- 2018 – 2019 **Minor Government and Society, Faculty of Public Administration, Leiden University**
Extracurricular interdisciplinary program of 30 ECT.
- 2016 – 2019 **Bachelor Law, Leiden University**
Relevant courses: Introduction to administrative law, Constitutional law, European law.
Thesis: ‘The Law Public Administration in relation to privacy laws’, grade: 7.5 (scale 1-10).
Moot Court certificate, grade: 8.
Average grade: 7.6.
- 2007 – 2013 **Higher education, Zwijsen College, Veghel**
Focus: Economy & Society with Management & Organization.

WORK EXPERIENCE

- 2020 - current **Intern, AKD, Administrative Law Practice Group, Rotterdam**
Drafting letters, subpoenas, reading literature and completing case studies, attending meetings with clients and sessions.
- 2017 **Tutoring lecturer, Faculty of Law, Leiden University**
Guidance of freshmen regarding study and faculty affairs.
- 2014 – 2016 **Several part-time jobs**
Sales employee, cashier and hospitality assistant.

EXTRACURRICULAR ACTIVITIES

- 2019 – 2020 **Legal Assistant, Legal Aid Leiden**
Providing legal advice and drafting of appeals and objections at the Administrative Department.
- 2017 – 2018 **Secretary Introduction committee, study association “Grotius”, Leiden**
Tasks: taking minutes of meetings, contact person of the participants, preparing and sending invitation to the participants, organizing introductory activity.
- 2016 – 2017 **Member Education Committee Faculty of Law, Leiden University**
Job title: representative of the undergraduates.
Tasks: pass the complaints of students on to teachers and ensure that teachers consider the complaints seriously.

COMPUTER SKILLS

Microsoft Office, SPSS

LANGUAGES

- | | |
|---------|--|
| Dutch | Mother tongue |
| English | Fluent, speaking and writing |
| Italian | Good, speaking and writing (level A1+) |

HOBBIES

Playing the piano, reading, Italian cooking.

REFERENCES

Available upon request.