



## Holder of the document

SURNAME(S) \*

Mikulášková

FIRST NAME(S) \*

Anna

ADDRESS

DATE OF BIRTH

dd mm yyyy

NATIONALITY

Czech

## Host partner

NAME AND ADDRESS \*

Institute for Circular Economy (INCIEN)  
Hybernská 4  
Prague 1  
110 00

ELECTRONIC SIGNATURE

SURNAME(S) AND FIRST NAME(S) OF REFERENCE PERSON/MENTOR

Kebová Barbora

TELEPHONE

TITLE/POSITION

Food sustainability specialist

E-MAIL

barbora@incien.org

## Title of the voluntary activity: Student internship

### AIM OF THE ACTIVITY

Internship and support to the team in issues linked to food sustainability

### DURATION OF THE MOBILITY

FROM:

dd mm yyyy

TO:

dd mm yyyy

### LENGTH OF THE MOBILITY

2,5 months

\* Headings marked with an asterisk are mandatory.

## Skills acquired during the voluntary activity

### ACTIVITIES/TASKS CARRIED OUT \*

- Research on food saving initiatives in foreign countries and example of case studies – used as background for several studies focused on pandemic impacts in HORECA (gastronomy) segment and post-crisis solutions
- Physical waste analysis in a department store – as a part of the study focused on circular economy principles implementation
- Brainstorming on the issue of food waste prevention – beneficial for both sides as the intern gets new perspectives but also provides the team with fresh ideas

- Project proposals writing – one proposal was more academy-oriented and one was focused on advocacy activities linked to sustainable consumer life
- Meeting with experts on the topic of food sustainability
- Preparation and compilation of material for educational program
- Taking part in the regular team meetings

#### JOB-RELATED SKILLS

- Time management
- Work in team
- Organizational processes in a non-governmental organization
- Knowledge intensification

#### LANGUAGE SKILLS

- Use of English in case studies research

#### COMPUTER SKILLS

- Use of the new applications (MS Teams, Outlook, Planner, Trello, Clockify)

#### ORGANISATIONAL / MANAGERIAL SKILLS

- Work in team and deadline fulfilment
- Meeting preparation

#### COMMUNICATION SKILLS

- Written and verbal communication with the team and external experts
- Presentation of my work results
- Deepened brainstorming skills

#### OTHER SKILLS

- Diploma thesis consultation
- Unique experience – project proposal writing, physical waste analysis
- Discovery of my weak and strong points
- Independent work

DATE \*

20 | 09 | 2020 |  
dd mm yyyy

ELECTRONIC SIGNATURE OF THE  
REFERENCE PERSON/MENTOR

\* Headings marked with an asterisk are mandatory.