

## Summary of experiences

Kirsten Persson Kristensen

Kirsten passed a language degree in English in 1979 from the Aarhus School of Business. Since then she has taken various language, secretarial, computer and economics courses to keep her skills updated.

Kirsten started professional life working for almost 2 years at a boarding school teaching the students Danish, English and typewriting.

She accepted a job at the former Derby AS in Aalestrup, Denmark, where she was employed for almost 22 years under 5 different Managing Directors. Apart from the secretarial job, she performed multiple functions such as Sales assistant for France and French speaking Africa and the Derby turnkey projects worldwide. Kirsten translated to/from English, arranged the company travel activities and reconciled credit card accounts. She built and maintained the company's website and translated it into English.

In 2006 Kirsten was employed at Mekoprint A/S in Støvring, Denmark as secretary to the Division Manager and sales backup to the Sales Manager and Export Sales Engineers. Kirsten's customers were primarily English speaking countries. At Mekoprint she also translated texts to/from English.

In 2009 Kirsten took up the position of Management Secretary at Alpha Wind Energy ApS (AWE), Bjerringbro, working within all aspects of administrating the office. She translates texts to/from English, and lately she has rewritten the modernized AWE website ([www.Alphawind.dk](http://www.Alphawind.dk)).

In her leisure time, Kirsten is a Registered Teacher of Pergamano Parchment craft. She has lately become Joint Country Coordinator of Denmark with Pergamano International in Holland. She has participated in several creative exhibitions.