

Lea Baumgartner

Business & Analytics graduate

Linz, Austria · lea.baumgartner@mail.at
+43 664 118 20 44 · in/leabaumgartner

ABOUT

I finished my degree in June and I am looking for a first role in operations or analytics, ideally somewhere small enough that I get to see the whole process. **No professional experience yet** beyond internships and four years behind a shop counter, but I am quick with spreadsheets and I do not mind the boring parts.

Four years part-time Retail, alongside full-time study. Never missed a shift I had agreed to.	Comfortable with data Excel to a decent level, SQL basics, wrote my thesis in R.	German and English German native, English C1. One semester studying in Sweden.
--	---	---

EXPERIENCE

Intern, Supply Chain Hofmann Logistik GmbH · Wels	Jul — Sep 2025
- Sat with the dispatch team and rebuilt their weekly loading report as a template. It took me two weeks and it saved them about two hours every Monday. - Checked delivery notes against invoices for one supplier and found €4,100 in duplicated charges over eight months. - Wrote the handover notes for the next intern because nobody had.	

Sales Assistant (part-time) Nahversorger Reiter · Linz	Oct 2021 — Aug 2025
- Two to three shifts a week through four years of study. Till, stock, closing, and the Saturday rush on my own after the first year. - Trained five new part-timers, mostly students like me. - Suggested moving the bakery display next to the till. Sales on pastries went up noticeably and it stayed there.	

Tutor, Statistics I Johannes Kepler University · Linz	Mar — Jun 2024
Ran a weekly tutorial for about 20 first-year students. Learned that explaining something badly twice is worse than preparing once.	

EDUCATION

BSc Business Administration Johannes Kepler University Linz · final grade 2.1	2021 — 2025
- Thesis: how three regional grocers price their own-brand products. Interviewed four store managers, analysed 11 months of receipts data in R. - Erasmus semester at Linnaeus University, Växjö, Sweden (autumn 2023).	

Matura, HAK Linz Focus on accounting and controlling	2016 — 2021
--	-------------

DETAILS

Born	2002
Licence	B, own car
Available	Immediately
Notice	None

TOOLS

Confident Excel (pivot tables, XLOOKUP, basic VBA), PowerPoint, Word
Working knowledge R, SQL, Power BI, Canva
Learning Python, currently 40 hours in

LANGUAGES

German Native
English C1, one semester in Sweden
Swedish Enough to order lunch

CERTIFICATES

ECDL Advanced Spreadsheets, 2021
Google Data Analytics Coursera, 2024

OUTSIDE WORK

Sing second alto in a 30-person choir. We rehearse Tuesdays and I am the one who books the rooms.
Repair bikes badly but enthusiastically.

CURRENTLY LEARNING

Python	Power Query
Warehouse basics	