






GABRIELLE DAUBY

I am a multilingual project manager willing to take on a new challenge.

I am an insatiably curious person who is proactive about developing skills and learning new tools, and will easily adapt to new situations. I am the happiest when I can combine various tasks in different domains with a motivated team.

GET IN TOUCH

-  Brussels
-  +32 (0)471 79 06 90
-  gabrielle.dauby@gmail.com
-  www.gabrielledaubuy.com
-  photos.gabrielledaubuy.com

LANGUAGES

- French** Native speaker
- Dutch** C1
CNaVT 2021
- English** C1
Work & Travel in
Australia (2013-2014)
IETLS score 8 (2012)
- Spanish** C1

SKILLS

- Versatile
- Highly organised
- Sense of details
- Ability to adapt
- Fast learner
- Autonomous
- Proactive
- Creative
- Open-minded

WORK EXPERIENCE

Project & Communication Manager

Entreprendre.Bruxelles | Sept 2021 - Present

- Project management (events, communication, activities)
- Build and maintain strong relations with the stakeholders
- Oversee digital strategy of the asbl
- Content creation (newsletters, social media)

> Planning & organising, stakeholders management, change management

Digital Marketing & Communication Supervisor

Martin's Hotels | Sept 2019 - Sept 2021

Digital Marketing & Communication Coordinator

Martin's Hotels | Jan 2017 - Sept 2019

- Project management (website creation, digital campaigns, events, new digital tools)
- Content creation (websites, newsletters, social media)
- Performance analysis
- Digital strategic development
- Build and maintain strong relations with influencers
- Community management
- Train and supervise new team members

> Planning & organising, search & analysis, proactivity, creativity, team spirit, people management

Web Editor

TravelBird (The Netherlands) | Aug 2014 - Dec 2016

- Content creation (commercial offers, SEO pages, blog articles)
- Project management (citytrip page, blog)
- Team Leader ad interim and onboard new joiners
- Participate in technical developments

> Creativity, team spirit, team management, training, multilingual environment

TOOLS

- Organisation (Trello, Asana, Salesforce)
- Graphism (Ps, Ai, Lr, Pr)
- Emailing (Flexmail, Mailchimp)
- Web (Wordpress, Joomla, HTML)
- Analytics (GA, GTM, Hotjar)

WHEN I AM NOT AT WORK, I AM...

- cooking
- hiking
- taking photos
- reading
- travelling
- playing rugby
- making flowers arrangements
- looking for the next skill to learn

Editorial & Communication Intern

My French Life (Australia) | Oct 2013 - Apr 2014

- Copy and structural editing
- Editorial and publication planning
- Internal and external communication
- Project management (content strategy, social media, internal processes)
- Train and provide feedback to writers and team members

> Planning & organising, versatility, project management, training, proactivity, French & English environment

OTHER

Students Associations

The Netherlands

- Welcoming new international students at Leiden University (Sept. 2012, February 2013)
- Treasurer, International Student Representative, Activity Committee at Albion Association (Sept. 2012-June 2013)

Writing & Languages

The Netherlands, Belgium, Australia

- Writer for DutchReview (Feb. 2015 - Dec. 2016)
- Writer/Editor for Mag' À Lire (2006 - 2012)
- French tutor (Nov. 2013 - April 2014)

EDUCATION

MA English Literature & Culture

Leiden University | Sept 2012 - June 2013

- Thesis: Arab-American Writers in the Wake of 9/11: A reaction to the Aftermath of the War on Terror

BA Modern Languages & Literature

Université Catholique de Louvain | Sept 2009 - June 2012

- English, Spanish & Dutch
- Erasmus at Leiden University

High School Certificate

Collège Saint-Pierre Jette | Sept 2003 - June 2009

- Sciences
- Mathematics
- Modern Languages (English & Dutch)