

Curriculum Vitae

Lukas Fels

Contact

Forschungsinstitut zur Zukunft der Arbeit GmbH

Schaumburg-Lippe-Str. 5-9, D-53113 Bonn

Fels@iza.org

+49 228 3894-418

<https://www.iza.org/person/28969/lukas-j-fels>



Lukas Fels

Senior Manager for Project
Administration and Office
Management

Phone +49 228 3894 - 418

Mobil +49 160 3366598

E-Mail Fels@iza.org

Professional Experience

10/2022-present

Senior Manager for Project Administration and Office
Management. (IZA)

- Project Coordination
- Budget Management and Accounting
- Communication and Reporting (intern/extern)
- Proposal and Contract Management
- Document Management
- Quality Control and Regulatory Compliance
- Reporting to Mrs. Simons (Head of Organization,
Personnel and Legal Affairs)

07/2020-10/2022

Junior Manager for Project Administration and Office
Management. (IZA)

12/2019-07/2020

Assistant for Project Administration and Office Management.
(IZA)

02/2018-12/2019

Freelance work as an event manager in the bicycle industry

06/2017-02/2018

Team Manager and Head Mechanic “Radon DH Factory
Racing Team”, **Radon Bikes**, Bonn.

- Budget management and accounting
- Organization and coordination of multiple race events
worldwide
- Contract and Sponsorship management
- On Site work as Team Mechanic

06/2016-02/2018	Event Manager Radon Bikes, Radon Bikes , Bonn.
01/2016-06/2017	Assistant Team Manager and Mechanic “Radon DH Factory Racing Team”, Radon Bikes , Bonn.
06/2015-06/2016	Assistant Event Manager Radon Bikes, Radon Bikes , Bonn.
03/2015-05/2015	Assistant Store Manager, Bay Area Burrito Company , Köln.
09/2013-02/2015	Assistant Store Manager/Shift management, BLA Gastronomie GmbH , Bonn. <ul style="list-style-type: none">• Store and shift management• Accounting• Order management

Education

03/2021-present	BA in Business Administration (extra-occupational studies), FOM Hochschule für Ökonomie und Management, Bonn. <ul style="list-style-type: none">- Analysis of the Relevance of Flexible Forms of Work during the Corona Pandemic (1,7)- Critical Analysis of DCF-Methods (1,7)- Financing of Foundations and gGmbHs with special Consideration of Risk Management (1,7)
-----------------	--

December 2023