

## Curriculum Vitae

### Personal information

**First name(s) / Surname(s)** **Svenja Bundt**  
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**Work phone** +49 (0) 40 48500 601  
**Nationality** German  
**Date of birth** 29/03/1969  
**Gender** Female

### Position / Organisation

#### Work experience

<p>Dates</p> <p>Occupation or position held</p> <p>Main activities and responsibilities</p>	<p>07/2019 – Present</p> <p>Deputy Director IEA Hamburg</p> <ul style="list-style-type: none"> <li>• Support of, and close cooperation with, the Director IEA Hamburg for overall management of IEA Hamburg</li> <li>• Responsible for all administrative tasks and managerial decisions, with a focus on Human Resources</li> <li>• External representation of IEA Hamburg towards clients, cooperation partners and other stakeholders, especially for studies in Germany</li> <li>• Project initiation for studies in Germany</li> </ul>
<p>Name of employer</p> <p>Type of business or sector</p>	<p>Stichting IEA Secretariaat Nederland. IEA Hamburg</p> <p>Non-profit research organization</p>
<p>Dates</p> <p>Occupation or position held</p> <p>Main activities and responsibilities</p>	<p>07/2016 – 06/2019</p> <p>Member of the Executive Team of IEA Hamburg Head of Field Operations Unit; Head of Human Resources</p> <p>As a Member of the Executive Team: responsible for all administrative tasks and managerial decisions with focus on Human Resources As Head of Field Operations Unit: adviser on study design and study management as well as on all services related to field work procedures including test administration for studies in Germany As Head of Human Resources: overseeing staff recruitment and development</p>
<p>Name of employer</p> <p>Type of business or sector</p>	<p>Stichting IEA Secretariaat Nederland. IEA Hamburg (formerly IEA Data Processing and Research Center)</p> <p>Non-profit research organization</p>

Dates	01/2007 – 07/2016
Occupation or position held	Head of National Field Operations Unit, Senior Researcher
Main activities and responsibilities	<ul style="list-style-type: none"> <li>• Monitoring of all current activities in Field Operations for national studies</li> <li>• Planning and controlling of working time and resources as well as development and performance reviews of unit staff</li> <li>• Preparation and coordination of the study approval process with the educational and data protection authorities for surveys in Germany</li> <li>• Advising in study design and study management</li> <li>• Writing proposals for studies in Germany</li> </ul>
Name of employer	Stichting IEA Secretariaat Nederland. IEA Hamburg
Type of business or sector	Non-profit research organization
Dates	09/1998 – 12/2006
Occupation or position held	Project Coordinator, National Field Operations
Main activities and responsibilities	Coordination of national field operations for the following studies in Germany: PISA 2000, PIRLS/IGLU 2001, TOSCA 2002, DESI 2003/2004, KESS 4 2003, StEG 2005, PALMA 2002-2007, TOSCA 2006, PIRLS/IGLU 2006, TIMSS 2007, National Assessment Study on Educational Standards for Primary schools (pilot and main study) 2006/2007 etc.
Name of employer	Stichting IEA Secretariaat Nederland. IEA Hamburg
Type of business or sector	Non-profit research organization
<b>Education and training</b>	
Dates	1996 – 1998
Title of qualification awarded	Zweites Staatsexamen für Höheres Lehramt (Second State Examination for grammar school teachers)
Principal subjects/occupational skills covered	Referendariat für Lehramt an Gymnasien (Internship for grammar school teachers' degree)
Name and type of organisation providing education and training	Behörde für Schule und Berufsbildung Hamburg
Dates	1989 – 1996
Title of qualification awarded	Erstes Staatsexamen für Höheres Lehramt (First State Examination for grammar school teachers)
Principal subjects/occupational skills covered	Study of Latin and History with the objective of a certification as secondary teacher
Name and type of organisation providing education and training	University of Hamburg, Germany
<b>Personal skills</b>	
Mother tongue(s)	German
Other language(s)	English, Latin

## Publications

Beck, B., Bundt, S., & Gomolka, J. (2008). Ziele und Anlage der DESI-Studie. In: E. Klieme (Ed.), Unterricht und Kompetenzerwerb in Deutsch und Englisch: Ergebnisse der DESI-Studie. Weinheim, Basel: Beltz.

Bos, W., Brose, U., Bundt, S., Gröhlich, C., Hugk, N., Janke, N., . Voss, A. (2007). Anlage und Durchführung der Studie: Kompetenzen und Einstellungen von Schülerinnen und Schülern - Jahrgangsstufe 4 (KESS 4). In: W. Bos & M. Pietsch (Eds.), *Hanse - Hamburger Schriften zur Qualität im Bildungswesen: Bd. 1. KESS 4: Kompetenzen und Einstellungen von Schülerinnen und Schülern am Ende der Jahrgangsstufe 4 in Hamburger Schulen*. Münster, New York, München, Berlin: Waxmann.

Lüdtke, O., Köller, O., Bundt, S., Gomolka, J. & Watermann, R. (2004). Durchführung und methodische Grundlagen der TOSCA-Studie. In: O. Köller, R. Watermann, U. Trautwein & O. Lüdtke (Eds.), *Wege zur Hochschulreife in Baden-Württemberg: TOSCA - eine Untersuchung an allgemein bildenden und beruflichen Gymnasien*. Wiesbaden: VS Verlag für Sozialwissenschaften

Svenja Bundt, Zeit- und Projektplanung bei Studien im Bildungswesen in: Auftakttagung zum Modellversuchsprogramm „Förderung von Kindern und Jugendlichen mit Migrationshintergrund FÖRMIG“ der Bund-Länder-Kommission für Bildungsplanung und Forschungsförderung. Universität Hamburg: Institut für International und Interkulturell Vergleichende Erziehungswissenschaft (2005)