

PERSONAL INFORMATION

Charles LaFond



- 📍 Bußweg 13, 3671 Marbach an der Donau, Austria
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- 🌐 www.LaFondTraining.com
- 💬 None

Sex Male | Date of birth 15/09/1957 | Nationality USA

POSITION

Appointment to Panel of Mediators of the Energy Community Dispute Resolution and Negotiation Centre

WORK EXPERIENCE

August 2008 – Present

Independent Trainer, Coach and Consultant

LaFond Training
 Bußweg 13, 3671 Marbach an der Donau, Austria
 Specialized in:

- Negotiation skills
- Conflict Management and Dispute Resolution skills
- Presentation skills
- Business Facilitation & Moderation
- Personal Development

Charlie has been working in the field of negotiations and conflict management for the WU Wien Executive Academy since 2008, for the IMC KREMS in 2009 – 2014, for the HHL Leipzig Graduate School of Management in 2012 and for Donau-Universität Krems 1999-2002 in the field of convincing argumentation. He worked for HPS Hierhold Presentation Services as a trainer throughout Europe from 1998 – 2012 and has been a professor at Webster University, Vienna campus since 1992.

Business or sector Adult education

August 1984 – July 2008

Owner, Director

Business Language Center, Vienna, Austria
 Entrepreneurial responsibilities.

- Conceptualized, founded, developed and expanded this institution to become a leader in corporate language training in Vienna. Responsible for 14 free-lance trainers and 3 staff.

Business or sector Adult education

March 1981 July 1984

Director

Berltz Sprachschulen Ges.m.b.H. Vienna, Austria

Responsible for all facets of operation.

- Expanded institutional and consumer training programs. Developed 1982/1983/1984 market strategy for Berlitz Austria. Employed and supervised training of all office staff and teachers. Controlled day-to-day bookkeeping and financial expenditures.

Business or sector Adult education

EDUCATION AND TRAINING

1979 - 1980

MBA in International Management

Thunderbird School of Global Management, Glendale, Arizona, U.S.A.

- Concentration in management, marketing/market research and finance.
- Program included studies of European economies and international relations.
- Student Council Representative
- President of German Club
- Co chairman of World Affairs Conference.

1975 - 1978

BA German Language

Saint John's University, Collegeville, Minnesota, U.S.A.

- Emphasis on European literature and culture.
- Studied 2 1/2 years in Austria through affiliation with St. John's at:
 Universität Wien: Spring 1979, Spring 1978.
 Universität für Bildungswissenschaften, Klagenfurt: Autumn 1977

PERSONAL SKILLS

Mother tongue(s)

English

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
German	C2	C2	C2	C2	C2
Replace with name of language certificate. Enter level if known.					
French	A1	A1	A1	A1	A1
Replace with name of language certificate. Enter level if known.					

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2 Proficient user
[Common European Framework of Reference for Languages](#)

Communication skills As a trainer for over 35 years for Presentation, Negotiation, Facilitation and Meeting Management, I have developed excellent communication skills. I have also had the opportunity to shares these skills with over 15,000 seminar participants throughout Europe, India and the United States during my 35 years. I also have excellent skills in PowerPoint and other visual support tools, as well.

Organisational / Managerial skills During my career I have had the opportunity to organize numerous conferences for up to 400 participants from around the world.

Job-related skills Mediation and Negotiation Competitions:

- Expert Assessor CDRC (Consensual Dispute Resolution Competition) Vienna 2015-19
- Mediation Judge ‘Lex Infinitum’ Int’l Dispute Resolution Competition India 2016, 2018
- Negotiation Judge at 7th NLIU-INADR International Law School Mediation Tournament 2018 in Bhopal, India

Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Independent User	Independent User	Proficient User	Proficient User	Proficient User

Levels: Basic user - Independent user - Proficient user
[Digital competences - Self-assessment grid](#)

- Very good command of Office 365 (word processor, spread sheet, presentation software)
- Good command of Microsoft Access (designing and updating own client database)
- Basic command of photo editing software gained as an amateur photographer
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Driving licence Austrian Driver's licence B

ADDITIONAL
INFORMATION

Publications Presenting Into Results, Webinar Learning Program, 2019
Negotiating Into Results, Charlie LaFond, 2014 (updated 2016, 2018)
Presenting Into Results, Charlie LaFond, 2014 (updated 2016, 2018)
English for Negotiations, Cornelsen, 2009
Editor Trattnerhof Tratsch Newsletter 1986–2008
Editor Present-ABILITY, HPS Newsletter 2003–2008
Consultant: English for Presentations, Cornelsen, 2006
The Pro/Am Caddy © 2000 by Charles La Fond, published by BLC

Presentations Numerous presentations at trade conferences around Europe

Memberships Toastmasters International since 1985
American Chamber of Commerce in Austria

References Peter Steve Biro CPA
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