

# ANNA KATHARINA NIELSEN BURKHARDT

PROJECT MANAGER | PEOPLE & ORGANISATION

*Turning complex people priorities into clear decisions, aligned action and results.*

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## PROFESSIONAL SUMMARY

Project Manager with **5+ years** of relevant experience across people initiatives, **cross functional delivery** and stakeholder management at Novo Nordisk, Vestas and IDA. Led up to **5 concurrent projects**, prepared **leadership presentations** and steering committee material, and translated strategic priorities into implementation plans. Experienced in working with **senior leaders, HR and legal specialists**, with familiarity with Danish employment law. Holds an MSc from Copenhagen Business School and is fluent in Danish, German and English.

## CAREER HIGHLIGHTS

**Senior Leadership Partnership:** Reported directly to the manager responsible for Vestas' Portugal organisation and led a P&O capability project with HR and senior management at headquarters.

**Leadership Communication & Decision Support:** Prepared presentations, reports and steering committee material, clarifying project progress, risks and decisions required from senior stakeholders.

**Cross Functional Project Leadership:** Led up to 5 concurrent international projects, translating strategic priorities into implementation plans, milestones, deliverables and clear stakeholder responsibilities.

**HR & Legal Collaboration:** Worked across HR and legal advisory functions at IDA, developing familiarity with Danish employment law and experience collaborating with subject matter specialists

## CORE COMPETENCIES

|                          |                                             |                                               |
|--------------------------|---------------------------------------------|-----------------------------------------------|
| ✓ HR Project Management  | ✓ Executive Communication                   | ✓ Identify development needs                  |
| ✓ Stakeholder Management | ✓ Cross Functional Leadership               | ✓ Analytical Problem Solving                  |
| ✓ Change Implementation  | ✓ Learning & Development                    | ✓ Risk Management                             |
| ✓ Workshop Facilitation  | ✓ Collaboration with Subject Matter Experts | ✓ Collaboration across countries & time zones |

## PROFESSIONAL EXPERIENCE

### Project Manager, Training & Capability Building, P&O

NOVO NORDISK · Denmark · 2023 – 2026 (Feb)

*Led international people development and learning programmes across a complex global organisation.*

- **Leadership Communication & Decision Support:** Prepared presentations, reports and steering committee material for senior stakeholders, making project progress, risks and required decisions clear.
- **Cross Functional People Initiatives:** Led up to 5 concurrent international projects, translating strategic priorities into implementation plans with clear milestones, deliverables and stakeholder responsibilities.
- **Governance, Risk & Follow Through:** Led project and leadership forums, including steering committees, driving progress reviews, risk escalation, decisions and follow up.
- **Stakeholder Alignment & Implementation:** Developed and executed communication plans across international teams, aligning stakeholders on priorities, responsibilities and implementation activities.
- **Process & Framework Development:** Co led the creation of an L&D project management framework designed for approximately 30 project managers, establishing a shared structure for project planning and delivery.

### Project Manager, P&O

VESTAS · Portugal · 2021 – 2023

*Led and facilitated capability development initiatives with HR stakeholders and senior leaders.*

- **Senior Leadership Partnership:** Reported directly to the manager responsible for Vestas' Portugal organisation and worked with senior stakeholders on international projects across Denmark, Portugal, India and China.
- **HR Capability & Organisational Change:** Led a People & Organisation capability project exploring a potential restructure, working directly with headquarters HR and senior management at Vestas.
- **Leadership Alignment & Action Planning:** Led 10+ HR workshops involving approximately 5 to 7 senior leaders, translating development priorities into actionable plans.

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## PROFESSIONAL EXPERIENCE

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### Events & Project Coordination

Ingeniørforeningen IDA · Denmark · Part Time · 2019 - 2021

- **Cross Functional Collaboration:** Worked across HR, legal advisory, events and conference functions, managing stakeholder communication and practical delivery activities.
- **Employment Law & Specialist Collaboration:** Worked with IDA's legal advisory function, developing familiarity with Danish employment law topics and experience collaborating with subject matter specialists.
- **Event & Programme Delivery:** Coordinated professional events and conferences, translating requirements into schedules, participant communication, delivery activities and follow up.

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## EDUCATION

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### MSc in Business, Language & Culture, Business & Development Studies

Copenhagen Business School

### BSc in Business, Language & Culture (German)

Copenhagen Business School

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## CERTIFICATIONS & PROFESSIONAL DEVELOPMENT

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- Adult Learning & Development | Association for Talent Development (ATD)
- PRINCE2 Foundation | 2021
- Health & Wellbeing Coaching Certificate
- Mental Health Promotion from Theory to Practice | University of Copenhagen | 2026
- Managing Happiness | Harvard University | Online course
- The Science of Well Being | Yale University | Online course

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## TECHNICAL PROFICIENCIES

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- Project & programme management tools
- Learning management systems
- Microsoft Office (Word, Excel, PowerPoint)
- Workshop facilitation & design tools

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## BEYOND THE CV

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A curious, energetic and internationally minded colleague who brings positivity, humour and fresh ideas to the team. I love connecting people, creating a supportive atmosphere and turning ideas into action. Having lived in several countries, I thrive in diverse environments. Outside work, I'm practising yoga, doing pottery or trying my next new hobby.