

# Ursula Wartha, Dip. Translator & Interpreter (Spanish & French)

## Biography

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Ursula is a highly skilled senior management support professional who has worked for around 25 years for various C-level managers (senior executives) in the construction, IT and telecommunications sector.

Currently she is holding the role as Executive Business Manager and is managing the Executive Management Team at NTT Global Data Centers EMEA while leading the Management Support Team and managing corporate projects at CEO-level.

Ursula has served European Management Assistants (EUMA) as Treasurer at both national and international level for about 10 years. In addition, she was responsible for the Finances of the EUMA Annual Conference in 2008. She has been supporting the Executive Committee of IMA – International Management Assistants (legal successor of EUMA – European Management Assistants) from 2017 to 2019 leading special projects of the Executive Committee such as being the Project Manager for the IMA Annual Conference and 10<sup>th</sup> World Administrators Summit in 2018.

Ursula holds a diploma as Translator and Interpreter for Spanish and French and has successfully completed a MBA Essentials online certification course.

- Executive Business Manager, NTT Global Data Centers EMEA GmbH (<https://datacenter.hello.global.ntt>)
- Special Project Support to the Executive Committee of IMA – International Management Assistants (formerly EUMA – European Management Assistants – [www.ima-network.org](http://www.ima-network.org)), 2017 – 2019
- European Treasurer of European Management Assistants, 2010 – 2016
- National Treasurer of European Management Assistants in Germany, 2007 – 2010
- Award Winner of Best Secretary of Germany in 2006 and finalist in 2015