

# ADRIAN STIVEN GARZON GARCIA

## INTERNATIONAL NEGOTIATOR

### Skills

#### AI & Data Intelligence

- Generative AI & LLMs: Advanced knowledge of foundational models (Google Gemini, OpenAI's GPT series) and AI Agent frameworks for complex reasoning and problem-solving.
- AI-Powered Workflow Automation: Proficient in designing and orchestrating complex workflows with n8n, integrating LLMs via APIs. Skilled in using command-line interfaces (Gemini CLI) for advanced automation and scripting.
- Data Analysis & Business Intelligence: Expertise in Power BI and Advanced Excel (Pivot Tables, Power Query, Data Modeling) for transforming raw data into actionable insights.

#### CRM & Enterprise Software:

- Salesforce, Bitrix24, Jira administration and management.
- Web Development & Digital Presence:
- Website Development & Management (WordPress, HTML/CSS, Modern Web Builders).
- Digital Marketing Strategy & SEO implementation.
- Digital Content Creation & AI-Powered Video Editing (Capcut, Adobe Photoshop).

#### Business & Project Management:

- Strategic Planning and International Project Management.
- Commercial Negotiation and International Stakeholder Management.
- Advanced proficiency in office productivity suites (Microsoft 365, Google Workspace).
- Administrative and document lifecycle management

### Work Experience

#### FREELANCE ENGLISH INSTRUCTOR

Self-employed | August 2019 - January 2021

#### ADMINISTRATOR

Market ½ Naranja | December 2021 - January 2023

#### VETERINARY ADMINISTRATOR

Jamsavet S.A.S | March 2023 - July 2024

#### Administrative Assistant

Manpower - Nacional de Chocolates | August 2024 - December 2024

#### PROFESSIONAL COMMERCIAL INTERNSHIP

Parque Arauco - Fabricato Mall | January - May 2025

#### MARKETING ANALYST

Intelsa BPO | May - August 2025

#### COMMUNITY MANAGER

MEXICARGO | May - August 2025

### Education

#### Santo Tomás University

International Business Studies

#### SENA (National Learning Service)

Technician in Administrative Assistance Management File Organization

#### Praxis Technical Institute Technical

Training in Academic English | CEF B2



### Contact



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Medellin, Antioquia

### References



#### JUAN JOSE GARCIA G.

JAMSAVET SAS - ISES

(305) 480-9287

Immediate Boss



#### EDUARDO CUETO

Universidad Santo Tomas

(313) 406-2915

Dean of Business Int.



#### HOWAR PATIÑO

INTELSA BPO

(313) 624-4982

Supervisor

### Project Portfolio

#### PORTAFOLIO PROYECTOS LINK

<https://drive.google.com/drive/folders/1KI6KZNpfklk4IJmAS2XF1aBb9NeoUAXT?usp=sharing>

### Languages



Spanish: Native

English: B2 Level