

#### 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** 

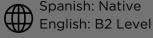
**INTELSA BPO** (313) 624-4982

Supervisor

## **Project Portfolio**

PORTAFOLIO PROYECTOS LINK https://drive.google.com/drive/folders/1KI6 KZNpfklk4IJmAS2XF1aBb9NeoUAXT? usp=sharing

# Languages



# **ADRIAN STIVEN GARZON GARCIA**

NTERNATIONAL NEGOTIATOR

#### Skills

#### AI & Data Intelligence

- Generative AI & LLMs: Advanced knowledge of foundational models (Google Gemini, OpenAl's GPT series) and Al Agent frameworks for complex reasoning and problem-solving.
- Al-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 & Al-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

# PROFESSIONAL COMMERCIAL INTERNSHIP

Parque Arauco - Fabricato Mall | January - May 2025

MARKETING ANALIST 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