

CURRICULUM VITAE



PERSONAL DETAILS

Name: Juan Manuel El Gáname

Place and Date of birth: Buenos Aires, Argentina - 23/03/1989 / with Italian Passport

Sex: Male

Address: Münster, Dürerstraße 24 - Plz 48147

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EDUCATION

- November 2008 - Highschool "Instituto San Pedro" (Bachiller)
- 1999 - 2002 - Primary School "Rodolfo Rivarola" (Buenos Aires)
- 1995 - 1998 - Grundschule "Wichern Schule" (Nordwalde, Kreis Steinfurt)

OTHER SKILLS

- Microsoft Office
- Studied Music for two years (guitar and piano)
- Fast typing
- General Internet and Social Media knowledge

LANGUAGES

- Spanish - Mother tongue
- English - Fluent written and spoken
- German - Intermediate (ich Versuche mich zu erinnern die deutsche Sprache)

WORKING EXPERIENCE

- October 2010 - May 2018 : **GREGARD S.A.** - My primary job consisted of data entry and general administration of paperwork, transferring money to employees for work purposes, send notification letters and administrate some of the expenses of the company.
I was in charge of the general issues the workers had. Such as money requests and doubts with their activities, mostly via e-mail and Telephone.