



DANIEL VELEZ MEJIA

GET IN CONTACT

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Medellin, Colombia

PERSONAL PROFILE

A dedicated, determined, and goal-focused person, i always do my best to engage to the vision and goals that the company and myself want to achieve on the long and short term

AREAS OF EXPERTISE

- Technical Support
- Telemarketing and Data Base Managment
- Project Manager
- Team Leader and Team Manager

OTHER SKILLS

- The ability to analyze and work with extensive data bases
- Can analyze, design and implement innovative solutions to the problems in a company
- Detail oriented
- Excellent problem solver

WORK EXPERIENCE

ISA AND VIRTUAL ASSISTANT

The Velez Team Realty, LA, CA: 2017–2019

- Cold Calling
- Database Manager
- G suite manager and Virtual Assistant for CEO

PROJECT MANAGER

The Velez Team Realty, LA, CA: 2019–2021

- Project Manager for the expansion project the company wanted to achieve here in Colombia. Worked along with the CEO and VP

THE VELEZ TEAM REALTY, Los Angeles, CA

CEO: ISABEL CRISTINA VELEZ

CEL: +1 (818) 335-4186

EMAIL: isabel@isabelvelezteam.com

EDUCATION HISTORY

UNIVERSIDAD PONTIFICIA BOLIVARIANA

Student of Aeronautical Engineering

- Team Manager, Aeronautical optimization Design Research Team
- President, Design Club

ACADEMLO ACADEMY

- Student of Web Development and Full Stack Programming

EDUTIN ACADEMY

- Bachelor in CATIA Design Software