

Daniela Caballero Sanchez

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SKILLS

Tech Stack Skills:

- **Software Development** in Javascript, HTML and CSS
- Static and dynamic **web development**
- Object-oriented programming
- Functional programming
- **Single-page application development** with libraries such as *React.js*
- Frontend web development
- Source version control
- Web API integration

Other Professional Skills:

- Working knowledge of coding languages, including **Python**, **CSS** and **HTML**
- Proficiency in **Excel** (e.g. VLookup, Macros and Pivot Tables) and other **Microsoft Office Systems**
- Producing and delivering detailed **written reports** and **presentations**.
- Basic **photoshop** and **video editing**.
- Proficiency in using Case Management Software (**MyCase**)
- Researching using legal databases and academic journals
- Final year dissertation entitled '*Does the SJP Mechanism Guarantee Justice to the Indigenous Population*' involving extensive research & producing detailed written evidence in the form of a literature review.

WORK EXPERIENCE

Teaching Assistant — *Now Education*

NOVEMBER 2021 - DECEMBER 2022 | Liverpool, UK

- Experience working as a one-to-one Teaching Assistant supporting students with additional educational needs as well as providing social, physical and emotional support.
- Flexibility and creativity in communication style to optimise learning.
- Working as a team with external stakeholders to address and support individual needs, this involved occasional review meetings, showcasing that targets were being reached.
- Undertook weekly training as part of continuous professional development.

Legal Assistant — *Crystal Law Solicitors*

FEBRUARY 2018 – AUGUST 2018 | Leicester, UK

- I worked as the first point of contact for clients and dealt with a variety of queries in an organised and efficient manner.
- Effectively communicated key actions and dates for fee earners on Outlook.
- Recorded processes using case management software (MyCase).
- Dealt with casework, including preparing and filing bundles to the Home Office, demonstrating excellent written communication and research skills.
- Stakeholder management by liaising with third parties with excellent verbal communication skills, e.g. GPs, surgeries and other law firms.

Catering Assistant/VIP Lounge Supervisor — *Compass Group - Leicester City Football Club*

AUGUST 2016 – AUGUST 2020 | Leicester, UK

- As a supervisor for the VIP lounge, ensuring the clients were well catered and building a positive relationship with important clients as well as leading a team.
- Responsible for ensuring all customer requests were fulfilled. This required efficiency in organisation and good communication
- Excellent team-player, ensuring that everything ran smoothly during events.
- Effectively multi-tasked with various conflicting demands in a high-pressure environment.

EDUCATION

Web Development Bootcamp — *HyperionDev*

DECEMBER 2022 - MARCH 2023 | Liverpool, UK

LLB Law — *University of Birmingham*

SEPTEMBER 2018 - JULY 2021 | Birmingham, UK

INTERESTS & HOBBIES



Martial arts - I have earned a black belt in Korean Karate and am currently training in Brazilian Jiu Jitsu.



Painting, drawing, reading, singing and playing guitar to enhance cognitive abilities and to promote mental well-being.



Currently learning **French** (intermediate) and am natively fluent in **Spanish**.

References available upon request.