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| FRanklin Goncalves  Administrative Assistant | |
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| CONTACT Phone icon 919-548-8493  Franklin Goncalves  Email icon Goncalves.franklin17@gmail.com | | | PROFILE My experience in various environments taught me to not only be adaptable but also to be ethically and morally strong. I have a good grasp of the fact that people create the businesses that other people need and use. This means communication, information | | |
| SKILLS  * Portuguese, Spanish & French * Microsoft Products (word, PP, Excel, etc.) * WordPress * OneSite, rentcafe * Yardi, entrada * other resident/client management systems | | | EXPERIENCEProperty Management 2013 - Present  Lorem ipsum dolor sit amet, consectetuer adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. Ut wisi enim ad minim veniam, quis nostrud exerci tation ullamcorper suscipit lobortis nisl ut aliquip ex ea commodo consequat. Duis autem vel eum iriure dolor in hendrerit in vulputate. Lorem ipsum dolor sit amet, consectetuer adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. Ut wisi enim ad minim veniam, quis nostrud exerci tation ullamcorper suscipit lobortis nisl ut aliquip ex ea commodo consequat. Dolor Sit Amet 20XX-20YY  Lorem ipsum dolor sit amet, consectetuer adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. Lorem ipsum dolor sit amet, consectetuer adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. Ut wisi enim ad minim veniam, quis nostrud exerci tation ullamcorper suscipit lobortis nisl ut aliquip ex ea. Consectetuer Adipiscing Elit 20XX-20YY  Lorem ipsum dolor sit amet, consectetuer adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. Ut wisi enim ad minim veniam, quis nostrud exerci tation ullamcorper suscipit lobortis nisl ut aliquip ex ea commodo consequat. Duis autem vel eum iriure dolor in hendrerit in vulputate. Lorem ipsum dolor sit amet, consectetuer adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. | | |
| EDUCATIONWake Tech C. College 2010 - 2012  Major was Accounting  Also took Communication, Psychology and Painting courses Durham Tech C. College 2013 – 2014  Focus on getting a business certificate, improving reading and mathematics. | | |