



Cláudio José Alambre Coelho

📍 **Home** : Rua Francisco Alvo, Urb Horta S.Pedro LT 15 3°C, 8500-759, Portimão, Portugal

✉ **Email**: claudiocoelho181@hotmail.com ☎ **Phone**: (+351) 963023785

Nationality: Portuguese

DIGITAL SKILLS

Python (Nível Académico) | HTML , CSS e JavaScript | Flask Framework | SQL (PostgreSQL, MySQL, SQL Server) | LINGUAGEM C | Assembly (MIPS) | Programação em Java, Python, SQL, C, HTML, JavaScript, Assembly | Conhecimentos em linguagem de programação SQL e mongoDB | Team Management / Team Work

EDUCATION AND TRAINING

[09/2021 – Current]

Computer Science Degree (attending 3rd year)

ISMAT - Instituto Superior Manuel Teixeira Gomes <https://www.ismat.pt/>

City: Portimão

Country: Portugal

Field(s) of study: Information and Communication Technologies: *Software and applications development and analysis , Database and network design and administration*

Final grade: 15

[07/2020 – 07/2021]

Management Degree (1st year)

Universidade do Algarve - ESGHT www.ualg.pt

[26/07/2012]

Certificado de Comunicação, Atendimento e Gestão de Conflitos

CONPRO - Consultadoria e Projectos LDA

- Comunicação
- Atendimento
- Gestão de Conflitos

[26/04/2020]

Certificado de Marketing Digital

USP - Universidade de São Paulo <https://pt.coursera.org/>

NQF Level: Curso online

Diferença entre o marketing tradicional e Digital

Importância do ROI e como calcular

Introdução a funil

Google Analytics

Google Adwords

Tipos de canais

Como funciona o SEM

Como funciona o SEO

Como funciona o Facebook Ads

Como funciona o Email Marketing

Configurando e planear campanhas

Testes AB

Como escolher sua estratégia Metrificação e interacção

ORGANISATIONAL SKILLS

Organisational skills

Due to the professional experience acquired throughout my professional career, I consider myself a well-organized person, having acquired the necessary tools to make important choices and decisions and to prioritize matters that currently require more attention, thus rationalizing the necessary resources for the best resolution of the problem.

COMMUNICATION AND INTERPERSONAL SKILLS

Communication and interpersonal skills

I have an excellent communication skills acquired by integrating and managing teams throughout my professional career. I am currently responsible for organizing and managing teams at the company where I work. Responsible for communication between the client and the company, marketing and sales department.

WORK EXPERIENCE

[01/2023 – Current]

IT Manager

Grupo Portitours - Portitours & Mares Maravilhosos

City: Portimão

- Implementation and maintenance of computer systems, networks and software;
- Software Engineering focused on the operation of the company;
- Implementation and maintenance of computer systems, networks and applications that help manage the organization's operations.
- Project Manager.

Skills: Java · JavaScript · Python · HTML · CSS · Bootstrap · Flask · C (linguagem de programação) · PostgreSQL · MongoDB · Engenharia de sistemas de software · Security Management · Project Management · Teams management

www.portitours.pt
www.opheliacatamaran.pt

[15/09/2020 – 02/2023]

Digital Marketing Manager - Project Manager

Grupo Portitours - Portitours & Mares Maravilhosos

City: Portimão

- **Project Manager:** planning, directing, and coordinating technology projects and teams;
- **Web & Software Development,:** Booking Engines and OTA's (OTA - Online Travel Agency);
- **Digital Marketing Manager.**

www.portitours.pt
www.opheliacatamaran.pt

[07/03/2019 – 30/08/2020]

Manager

Royal Nautic www.royalnautic.pt

City: Portimão

Country: Portugal

- **Operational Management:** leading the land and sea teams, and logistics;
- **Digital Project Manager:** planning, directing, and coordinating technology projects and teams. Web design, Booking Engines and OTA's (OTA - Online Travel Agency);
- **Sales and Marketing:** Digital Marketing Management;
- **Human Resources:** training and teams management.

Digital Project Manager

Pearl Boats Lda www.pearl-boats.pt

City: Portimão

Pearl Boats Lda - Quality vessels Construction - Powerboats Company

- **Web Development:** Websites & Booking Engine implementation;
- **Digital Marketing manager:**
- **Digital Project Manager:** planning, directing, and coordinating technology projects.
- **Teams management:** training and teams management.

[03/2018 – 10/2018]

Skipper

Timeless Moments <https://www.timelessmoments.pt/>

City: Vilamoura

Country: Portugal

- Yacht Skipper.

[2015 – 2018]

Skipper

Islands 4 You <https://www.islands4you.pt>

City: Faro

Country: Portugal

- Skipper
- Sales

[03/2016 – 10/2016]

Turism Driver

Vilamoura Chauffeurs <http://www.vilamoura-chauffeurs.com/>

City: Vilamoura

Country: Portugal

- Turism driver.

[2013 – 2016]

Security Response Team

Vigiquinta (Quinta do Lago) <https://www.quintadolago.com/pt/servicos-do-resort/seguranca/>

City: Quinta do Lago

Country: Portugal

- Surveillance and protect people and goods in places where access is prohibited or restricted to the public;
- Intrusion response;
- Security monitoring.

[01/04/2012 – 2014]

Chief Security Officer

Hotel Conrad <https://www.hilton.com/en/hotels/faoapci-conrad-algarve/>

City: Quinta do Lago

Country: Portugal

- Operate Electronic Surveillance Systems (CCTV) and ensure the security of the Hotel's facilities and staff, as well as customers.
- Teams management.

[06/2008 – 24/07/2010]

Security Officer - Transportation of Values

Esegur SA

City: Algarve

Country: Portugal

- Transport and security of banknotes, coins, securities and other valuables assets.

[31/07/2010 – 30/07/2011]

Executive Chauffeur

Statur - Exquisite Chauffer Services <http://www.exquisite.statur.com/>

City: Faro

Country: Portugal

- Chauffeur luxury services to VIP clients;
- Teams management;
- Customer service.

Hotel Vilasol Golf Resort & Spa (Vigilante)

Blue Security Serviços de Segurança Privada SA

City: Quarteira

Country: Portugal

- Operate Electronic Surveillance Systems (CCTV) and ensure the security of the Hotel's facilities and staff, as well as customers.

[15/09/2003 – 11/02/2007]

Navy Special Forces

Portuguese Navy

City: Lisboa

Country: Portugal

- Ensuring the security of military and government infrastructure;
- Participate in amphibious assault, reconnaissance/intelligence actions;
- Navy Police;
- Protect Maritime Communication lines;
- Guarantee the security of the National territory and Maritime Security;
- Ensuring the safety of merchant ships and vessels, both in ports and at sea;
- Maritime defense of ports.

LANGUAGE SKILLS

Mother tongue(s): Português

Other language(s):

Inglês

LISTENING C2 READING C2 WRITING C2

SPOKEN PRODUCTION C2 SPOKEN INTERACTION C2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user