

Results-driven and committed Brazilian Data Analyst with statistics, data modeling, and data visualization expertise. Possess a solid theoretical basis highlighted by a Computer Information Systems degree and a Data Analysis and Visualization certificate. Proven ability to tackle complex challenges, excel in team environments, and leverage administrative knowledge from a Business Administration degree. In previous projects, exhibited solid knowledge of Python and Pandas library when developing a script utilizing Splinter and BeautifulSoup for web scraping to extract titles and preview text from a Mars news website. Excellent communication, analytical, and time-management skills. Fluent in English and Portuguese.

## SKILLS

Python | R | JavaScript | HTML5 | SQL | NoSQL | C++ | CSS | GitHub | MongoDB | MySQL | PostgreSQL | GIT | Big Data | AWS Flask | Command Line | Shiny | Tableau | Discord | Photoshop | Adobe Illustrator | C4D | Pandas | Microsoft Office (Word, Excel, PowerPoint, Outlook)

## EDUCATION

<b>Associate's Degree in Computer Information Systems</b> – Berkeley City College – Berkeley, CA	<b>Expected 12/2023</b>
<b>Bootcamp Certificate in Data Analytics</b> – University of California Berkeley – Berkeley, CA	<b>10/2023</b>
<b>Bachelor's Degree in Business Administration</b> – Pontificia Catholic University of Campinas – Brazil	<b>12/2017</b>

## PROFESSIONAL EXPERIENCE

<b>Berkeley City College – Berkeley, CA – Peer Advisor</b>	<b>02/2022 – Present</b>
<ul style="list-style-type: none"><li>• Provide invaluable guidance and unwavering support to international students in navigating the intricacies of the college application process.</li><li>• Offer personalized assistance at every stage, ensuring students have the resources and knowledge needed for a successful application journey.</li><li>• Work seamlessly with a diverse team of advisors to plan and execute various events, including college fairs, open houses, and orientation programs.</li></ul>	
<b>Self-Employed – Oakland, CA – Mobile Recruiting Team app Freelancer/Personal Assistant</b>	<b>02/2020 – 12/2022</b>
<ul style="list-style-type: none"><li>• Evaluated project requirements, including the app's purpose, platform compatibility, target devices, and projected user base.</li><li>• Conducted in-depth analysis of client's business objectives, ensuring alignment with the mobile app development process.</li><li>• Strategically collaborated with clients to comprehend their vision and objectives, then coordinated with development teams to ensure the shared realization of this vision.</li><li>• Assumed responsibilities as a personal assistant, managing a diverse range of tasks from organizing meetings and handling emails to facilitating travel arrangements and assisting with personal errands, ensuring streamlined operations both professionally and personally.</li></ul>	
<b>Au Pair Care – Oakland, CA – Au Pair</b>	<b>12/2017 – 12/2019</b>
<ul style="list-style-type: none"><li>• Improved English fluency and cross-cultural communication skills while working with children from different cultures.</li><li>• Demonstrated excellent organizational, time management, and teamwork skills by managing the children's daily and weekly schedules and maintaining open communication with the parents.</li></ul>	
<b>City Hall of Campinas – Brazil – Secretary/Administrative Assistant</b>	<b>12/2016 – 12/2017</b>
<ul style="list-style-type: none"><li>• Developed robust analytical skills by interpreting data and generating meaningful insights, supporting informed decision-making processes within the organization, and contributing to better data-driven policies.</li><li>• Demonstrated practical communication skills while collaborating with colleagues and stakeholders, fostering a collaborative work environment yielding improved productivity.</li><li>• Assisted in various administrative tasks, including document management, scheduling, and problem-solving.</li></ul>	
<b>Zott Real Estate – Brazil – Finance Analyst</b>	<b>02/2015 – 12/2016</b>
<b>Zott Real Estate – Brazil – Administrative Assistant</b>	<b>08/2014 – 02/2015</b>