

LOBO

SANDRO A. LÉCUYER

FACILITATOR



CONTACT



418-952-6269



sandrolobo@protonmail.com



Ottawa, ON, Canada



sandrolobo.com

EDUCATION

Honours in Political Science

University of Ottawa, Canada
JUNE 2023

- Graduated with Distinction
- Received University of Ottawa Merit Scholarship

SKILLS

- Office 365
- Adobe Creative Suite
- HTML
- CSS
- JavaScript
- Git

LANGUAGES

- English
- French
- Portuguese
- Korean

Certifications

- Responsive Web Design
- FCC

PROFILE

Versatile professional with a strong background in education, administration, and customer service. Proven ability to develop and deliver effective training programs, manage complex projects, and provide exceptional support. Skilled in technology, communication, and organization. Seeking a challenging role to leverage my diverse skill set. Committed to utilizing my skills to further the mission of a company.

EXPERIENCE

○ Language Instructor, Canada

Department of National Defence: August 2025 to Current

- Directed the daily administration of official language and professional training programs with all Defence Team learners.
- Enhanced training efficiency and impact through strategic instructional design and meticulous resource control.
- Delivered expert pedagogical support and instruction to military personnel and civilian staff.

○ Property Manager, Portugal

Leal Inc.: September 2024 to August 2025

- Maximized rental income through strategic pricing, marketing, and the comprehensive management of all property operations.
- Achieved exceptional customer satisfaction by providing superior guest service, resulting in high positive reviews and repeat business.

○ Instructor/Trainer, South Korea

Creverse: August 2023 to September 2024

- Developed and delivered engaging, data-informed lesson plans for diverse student populations.
- Conducted Train-the-Trainer sessions to onboard new instructors.

○ Medical Receptionist, Canada

The Ottawa Medical Group: March 2023 to July 2023

- Managed patient appointments, referrals, and results within an automated system.
- Greeted patients, handled inbound inquiries, and maintained patient files.

○ Technician, Canada

Itplanit: February 2016 to March 2018

- Prepared and deployed computer images (ISOs) for training, and set up and maintained technology-equipped classrooms.
- Offered essential technical support and troubleshooting to students, and assisted with the administration and preparation of the MCAT exam.