

# MARIA N'CANHA

## WORK EXPERIENCE

NOWO 2020	<i>Customer Service Representative</i>
BONNA NDJA 2021	<i>Administrative assistant</i>
PINKO 2022	<i>Sales assistants</i>
BASSO SCOIAL 2023	<i>Commis chef</i>
FREELANCER SINCE 2021	<i>Web/Graphic design, UI/UX,</i>

## LANGUAGES

ENGLISH	● ● ● ● ●
PORTUGUESE	● ● ● ● ●
SPANISH	● ● ● ● ○
FRENCH	● ● ● ○ ○

## ESSENTIAL SKILLS

### MEDIA PRODUCTION

● ● ● ● ○

### CONTENT CREATOR

● ● ● ● ○



DEDICATED AND RESULTS-DRIVEN PROFESSIONAL WITH EXPERIENCE IN RETAIL, CUSTOMER SERVICE, AND ADMINISTRATIVE SUPPORT. SKILLED IN COMMUNICATION, PROBLEM-SOLVING, AND SALES, WITH A STRONG ABILITY TO MANAGE MULTIPLE TASKS AND ADAPT TO DIVERSE RESPONSIBILITIES. COMMITTED TO DELIVERING HIGH-QUALITY WORK, SUPPORTING TEAM GOALS, AND CREATING POSITIVE EXPERIENCES FOR CLIENTS AND COLLEAGUES ALIKE.

*Maria N'Canha*

## SKILLS

### COSTUMER FOCUS

● ● ● ● ●

### TEAM WORK

● ● ● ● ○

### ORGANIZATION

● ● ● ● ○

### PROBLEM SOLVING

● ● ● ○ ○

## EDUCATION

### ESCAD (LUSOFONA) - BACHELOR I ADMINISTRATIVE SCIENCE

SEPTEMBER 2021 - JUNE 2024

*Advisory and management  
public Administration*

### EDX - SUMMER COURSE

JUNE 2022 - SEPTEMBER 2022

*CS50 (Harvard) course, computer  
science*

### A. LUIS ANTONIO VERNEY ART SCHOOL

SEPTEMBER 2014 - JULY 2021

*Specialized art education and violin*

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