

**Murilo Machado Hoffman de Oliveira**

**murilomholiveira@gmail.com**

**07745703342**

## **Personal Profile**

I am a motivated and enthusiastic individual starting my career journey, eager to develop new skills and grow professionally. I enjoy working with others, building positive connections, and contributing to team success. Adaptable and eager to learn, I am committed to being a valuable part of any supportive and productive work environment.

## **Key Skills and Achievements**

I am highly communicative and enjoy making others feel at ease. I approach tasks with agility and always seek the most efficient way to complete them. Skilled in using IT tools like Microsoft Office and Google Workspace for documentation, presentations, and scheduling, I also have strong organizational and time management skills. For example, I excel at prioritizing tasks and meeting deadlines, such as creating detailed schedules to manage multiple assignments efficiently. Additionally, I am a quick learner, readily picking up new tools or skills with guidance.

## **Education**

### **Peterborough College (Sep 2024 to present).**

- Level 3 Computing: Grade not yet achieved.
- GCSE(s): English Grade not yet achieved

### **City of Westminster College (Sep 2023 to July 2024).**

- Level 1 Computing and ICT: Grade DD.
- GCSE(s): English (3), Maths (6).

## **Employment and Work Experience**

I worked as a sales assistant, helping customers, organizing stock, and operating the cash register, which strengthened my customer service and teamwork skills.

## **Additional Information**

I have a solid understanding of HTML5 and CSS3, which I have applied to build a website showcasing my skills and knowledge in web development. Currently, I am expanding my expertise by learning Python to enhance my programming abilities.

Link for my website: <https://murilomho.github.io/my-website/>

## **References**

Available upon request.