**Olivia Ugalde García**

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**PROFESSIONAL SUMMARY**

Law degree ended, with experience on tribunals, working as a passant, and making contracts for private business and procedures in government institutions, although the field i have been developing myself during several years is completely different, i have had the passion for technology and web developing since 2014 more or less when i started to use linux Ubuntu as operating system and learnt the basic about it, in the 2021 i started a course called Zero to Mastery and a programing course on youtube as well, to learn web development with computer languages such as HTML, CSS and Javascript, so in this moment i am searching to improve my skills as web developer and get a job as one and contribute to the comunity and my company

**WORK EXPERIENCE**

**INAH** Apr 2017 - Dec 2020

Victor Hugo Valencia Valera • Puebla

i worked at INAH (Anthropology and History’s National Institute) for almost 4 years reviewing and processing government documents and request from citizens. Since i left the Institute, i have been working as freelancer, giving legal advices, making contracts, government procedures, and marketing on social media and web development with a company’s web site

**EDUCATION**

**Law degree** Jul 2011 - Jul 2017

Benemérita Universidad Autónoma de Puebla • Puebla

I studied law degree at BUAP, during my career i was working as passant in some legal offices and lawyer firms, nevertheless i had to postpone my college degree because i started to work at INAH

**SKILLS**

Initiative, Proactive, honest, respectful with authority figures but I have leadership when needed, keynote MS Office, github management, mid level english, Spanish, fast typing, management of Linux Ubuntu and terminal, marketing on google and facebook, social media management

**PROFESSIONAL CREDENTIALS**

* Study report