

Pedro Caiado

Address: 1/41 Hynes Street, Fortitude Valley, QLD, 4006.

04 235 638 25

31yo · Australian Permanent Resident

Profile

I am a reliable, honest, trustworthy, confident, outgoing person with the ability to relate well to people of all ages. With my attitude and enthusiasm, I feel I have lots to offer to prospective employer. Being self-motivated, I achieve all the tasks and goals I set myself. I am looking for a challenging and exciting position as a Web Developer and would be prepared to undertake further training. I studied At the moment I am studying a Diploma in Information Technology at Coder Academy in Brisbane. It is a full-time course, 9am to 5pm.

DIPLOMA IN INFORMATION TECHNOLOGY (Australia)

- Studying Diploma in Information Technology at Coder Academy – 2020
- Full Stack Student Web Developer

UNIVERSITY (Brazil)

- Bachelor's Degree in law at Faculdade de Direito de Vitoria (FDV) – 2007-2012

PROFESSIONAL EXPERIENCE

- **2010 - 2012 – GB Surf Boards**

Position: Financial Manager.

Key responsibilities

- Generate, plan and organize the company's controlling activities observing the legal principles;
- Defining forms of budgetary;
- Control of accounts payable;
- Control of bank balances;
- Cash flow management and analysis of financial statements;
- Perform activities related to tax management;
- Sales price formation;

- **2012 - 2014 – Law Office**

Position: Lawyer. (BRAZIL)

Key responsibilities

- Working in Criminal law and Civil law.

- **2017-2019 - Family Fresh/Dairy Free Down Under (Australia)**

Position: Team Leader

Key responsibilities:

- Ensuring product is processed and packed to product specifications
- Ensuring no product waste and limited carryover of product
- Implementation and minor maintenance for GMP and QA requirements
- Understanding and recording of HACCP
- Capable of carry out CCP's, CP's, CQP's and QP's checks and record
- Notification to Production Manager / Compliance Manager / QA Coordinator on non-conforming product and taken corrective actions
- All General Cleaning and Cleaning Schedule overview
- Ensuring Cleaning procedures and records are adhered to
- Monitoring equipment operation visually through gauges and instruments
- Able to operate all types of large mechanical machinery, slicers, dicers, corers.
- Monitoring equipment operation visually through gauges and instruments and through computerised monitoring equipment
- Inspecting and controlling equipment to identify wear and damage
- servicing and performing minor repairs and adjustments to machinery

QUALIFICATIONS AND ADDITIONAL ABROAD ACTIVITIES - AUSTRALIA

- General English – Holmes School in Australia - 2014
- BSB20112 Certificate II in Small Business – Gold Coast Learning Centre - 2015
- BSB30412 Certificate III in Business Administration – Gold Coast Learning Centre – 2015
- BSB40215 Certificate IV in Business - 2016

QUALIFICATIONS IN ACTIVITIES - AUSTRALIA

- White Card
- Blue Card
- Forklift Ticket

ADDITIONAL INFORMATION

- I have my own car
- Advanced English.
- Living in a stable accommodation
- Computer course - Microsoft Office, Excel, Power Point

Referees

Sheralee Johnson

Production Manager- Family Fresh/Dairy-Free Down Under

0432 017 564