

# Project Management

## Address

## Phone

## E-mail

## LinkedIn

# Languages

English - Advanced

**Spanish - Native**

## Certificates

2020-06

## Certified Associate in Project Management (CAPM)

2019-02

# Certificate in Full Stack Javascript Development

2017

## ICAgile- ICP Agile Fundamentals

## Experience

2019-01 -  
2020-04

## Vendor Management Specialist

*Riot Games - LATAM*

Nowadays, I am primarily focused on supporting financial and legal operations and international logistics. As a certified full stack developer, I am also involved in advising the development of internal tools and processes that can help improve the employee experience when developing new projects and making purchasing decisions for the company.

2018-04 -  
2018-12

## Office Coordinator

## Riot Games - LATAM

Over time, my responsibilities at the Riot Games LATAM office expanded to include support for the Santiago, Chile office. As Office Coordinator, I was tasked with providing logistics services that accommodated internal and player facing projects for multiple interdisciplinary teams in two offices across the LATAM region. My biggest learning during this time was in being able to work with distributed teams across multiple time zones in a global scale.

2016-05 -  
2018-04

## Office Assistant

## Riot Games - Latin America North

I originally joined Riot in an administrative role, where I was responsible for employee (rioter) travel and virtual live event logistics, legal documentation tracking and storage, and supported live events and larger multimedia campaigns.

2015 -  
2016

## Content Collaborator

*Esports Latinoamerica (ESLA)*

I got my start as a Content Collaborator, managing esports even logistics and coaching shoutcasters to improve their public speaking and presentation skills within the context of Esports hosting livestream. 5+ shoutcasters that I coached went onto bigger hosting opportunities at places like Riot Games, Activision Blizzard Nintendo, and others.

## Education

2013 -  
2016

**Universidad La Salle Victoria - Cum Laude Bachelor's**

I graduated with top honors in Communications Science, with a specialization on the effects of Mass Communication.