Thalita dos Reis

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Portfolio: www.thalitadosreis.ch
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11.02.1995
Brazilian
B Permit, in Switzerland since 10.2022

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Skills

- Problem-Solving
- Creativity
- Teamwork
- Adaptability
- Communication

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Professional Experience

Intensive German Language Course, Lingua Nova AG
01.2025 - Present

- Completed A1, A2 and B1 Certifications
- Currently enrolled in B2 Level

FCP - FortiGate 7.4 Administrator, Fortinet
06.2025 - 07.2025

- Fortinet Certified Professional (FCP) - FortiGate 7.4 Administrator
- Network security and firewall configuration expertise development

Service Staff & Bartender
06.2023 - 11.2024, Marinara AG, Zürich / Rhyschänzli Gruppe & The Irish Pub Company Basel AG, Basel CH

- Delivered high-quality service in fast-paced environments, both independently and in team settings
- Ensured accurate order taking, delivery, and payment processing
- Provided bar service, including drink preparation and customer interaction

Full-Stack Web Development Bootcamp, Ironhack
11.2022 - 05.2023

- Completed 500+ hour Full-Stack Web Development program
- Built and deployed multiple full-stack applications using JavaScript, React, Node.js, MongoDB, and Git
- Collaborated on team projects using agile development practices and version control

Travel & Self-Directed Learning, Career Break
04.2022 - 10.2022

- Pursued programming fundamentals through self-study initiatives
- Gained international perspective and cultural awareness across Asia and Europe

Service Manager, Mr. Robinson Bar
05.2021 - 03.2022, Barcelona ES

Manager, Kāpura
08.2020 - 03.2021, Wellington NZ

Junior Accounts Payable, Kāpura
11.2019 - 08.2020, Wellington NZ

- Processed invoices, payments, and vendor reconciliations using SAP ERP
- Utilized SAP for data entry, financial record-keeping, and report generation
- Ensured timely and accurate payment processing and maintained vendor records.

Manager, Fortune Favours
01.2019 - 03.2020, Wellington NZ

Front Desk, Toyota New Zealand Limited
11.2015 - 11.2018, Palmerston North NZ

Administrative Assistant, Tachão de Ubatuba
11.2013 - 05.2015, Ubatuba BR

General Production Assistant, Tachão de Ubatuba
03.2013 - 10.2013, Ubatuba BR

Education & Certification

FCP - FortiGate 7.4 Administrator Certification
07.2025

Lingua Nova AG, German Language Course (B1 Level)
01.2025 - Present, Aarau CH

Ironhack, Full-Stack Web Development Bootcamp
11.2022 - 02.2023, Amsterdam NL

BCNLip, Spanish Language Course (B2 Level)
04.2021 - 04.2022, Barcelona ES

Victoria University of Wellington, Bachelor in Information Systems
01.2019 - 11.2020, Wellington NZ

Language

Portuguese: Native
English: Proficient, C2
Spanish: Advanced, B2
German: Intermediate, B1

IT Knowledge

Front-end Technologies: HTML, CSS, JavaScript, React, TypeScript
Back-end Technologies: NodeJS, ExpressJS, MongoDB, Axios
Version Control: Git, GitHub
SAP: Accounts Payable, Administrative Tasks, Data Entry and Reporting

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Reference

Available upon request