valeniina flores

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<u>core qualificaiions</u>

- data analysis
- data strategy
- data cleaning
- data design and visualizations tools (tableau + powerBI)
- SLQ and spreadsheets
- R programming language
- story-telling presentations

skills

- · organization and time management
- communication
- creativity
- · adaptability
- costumer service
- problem solving

educaiion

2025 : advanced business analytics specialization - university of colorado boulder (in progress)

2024-2025 : data analytics professional certificate - google careers

power BI fundamentals - corporative finance institute microsoft office pack - fundação bradesco python crash course - code camp

2019-2022: european languages and literatures - universidade do minho

<u>languages</u>

- portuguese | native
- english | fluent
- french | advanced
- spanish | intermediate

<u>experience</u>

2025: sales representative - circular fashion (freelance)

- online sales management of secondhand clothing on behalf of third parties
- · content creation and product advertising
- customer service, price negotiation, and deal closing
- · coordination of deliveries via postal services or delivery apps

2021-2024:

head sommelier - Club Med Bahamas

- provided premium wine service in the hotel's fine dinning restaurant
- led guided wine tastings, offering an educational and immersive experience
- coordinated and executed a weekly wine related event attended by 600+ guests
- managed premium beverage inventory and coordinated supply orders
- increased sales through strategic action plan initiatives, promotions, marketing, and guest engagement
- responsible for the cleaning schedule and training new members

gourmet bartender - Club Med Portugal

- · designed two exclusive signature cocktail menus featuring unique and locally inspired ingredients
- · delivered personalized service in a high-end environment focused on excellence
- managed premium beverage inventory and coordinated supply orders
- responsible for the cleaning schedule and training new members

wine consultant - Club Med Brasil

- presented and sold national and international wine
- organized wine-themed events and pairing dinners
- supported restaurant staff in selecting wines for the menu and special occasions

2017-2020:

- summer jobs
 - bartender
 - waitress
 - sales assistant

<u>poriifólio</u>