Vinicius Ferreira Florencio

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Profile

Student of Systems Analysis and Development, with experience in administrative processes. I am improving in front-end web development, have easy access to the metropolitan region of São Paulo, and I am currently looking for an opportunity in the information technology field.

Experience

Librarian Assistant, Praia Grande City Hall, Oct 2022 – Feb 2023
- Granted the role of Librarian Assistant, where I worked in the municipal network Porto do Saber
- Responsible for managing the library of Ronaldo Sérgio Alves Lameira Ramos Municipal School
- Organized and maintained the space and the book collection, as well as handled loans to students and staff of the branch

Administrative Agent, Praia Grande City Hall, Dec 2018 – Sep 2022
- Held the position of Administrative Agent at Thereza Magri Municipal School from 2018 until January 2022, and at São Francisco de Assis Municipal School from January until October 2022
- One of those responsible for the administrative functioning of the schools, providing service to the public and employees of the school branches

Intern, São Paulo State Electoral Court, Jan 2017 – Dec 2017
- During my last year of high school, I worked 1,040 hours in administrative tasks at the 177th Electoral Zone of São Vicente

Education

Systems Analysis and Development (evening), Jul 2022 – Jul 2025
Systems for the Internet (on hold), Jan 2022 – Jun 2022
Fatec, Rubens Lara Campus – Santos/SP

Skills

Languages

HTML5, CSS3 and JavaScript
Proficient in front-end languages, capable of creating both static and dynamic websites efficiently

Python, C, SQL e PHP
Able to understand the syntax of these languages with ease

Tools

Microsoft Office Suite, Power BI, and Figma
Proficient in using most applications in the Microsoft Office Suite, capable of creating dynamic tables with Excel, formatting texts and articles with Word, creating presentations with PowerPoint, and designing simple dashboards with Power BI. With Figma I can create complete and interactive prototypes for projects pre-visualization

Other

Fluent in English, Agile and Waterfall
Fluent in understanding, reading, and writing in English and basic knowledge of Agile and Waterfall frameworks