

# ALLISON PAVÓN POTOSME

LAST YEAR STUDENT OF ENGLISH WITH BUSINESS MANAGEMENT TRAINING

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## PROFESIONAL PROFILE

I am an advanced student of the career English with Business Management Training who have worked in the research department of the Universidad de Costa Rica for one year and seven months. In addition, I am genuinely interested in marketing and investigation sector as well as accomplishing projects. Finally, I am curious, organized, proactive and self-taught person with communication, teamwork and leadership skills.

## OTHER COMPETENCIES

- Adaptable.
- Creative.
- Responsible.
- Analysis and research skills.
- Learning skills.

## ACTIVITIES

In charge of creating workshops for the association "ASOMUPE" in Puntarenas. Those were about finance and entrepreneurship. Main assignments:

- Researching sources to support the workshops.
- Organizing the entire project as well as classes.
- Developing classes.

## WORK EXPERIENCE

### 2020- Present

**Assistant of Research Department-** *Universidad de Costa Rica.*

- Supporting "Jornadas de Investigación" event.
- Creating spreadsheets to fulfill document organization.
- Researching primary and second sources in order to lean researches.

## EDUCATION

### 2018

*Bachillerato en Educación Media, Liceo Diurno José Martí- Academic Excellence.*

### 2019- Present

*English with Business Management Training, Universidad de Costa Rica.*

- Academic excellence at present.

## OTHER CERTIFICATIONS

### 2021- Udemy

Estrategia de Marketing y Marketing Digital.

### 2021- Domestika

Gogle Ads and Facebook Ads.

### 2021- Udemy

Power BI and Business Intelligence.

### 2022- LinkedIn

Project Management Foundations.

### 2022- Udemy

Excel Avanzado.