

SKILLS

Proficient in: Squarespace, JavaScript, CSS3, HTML5, Google AdWords, Mailchimp, Lightroom

Exceptional interpersonal and collaborative communication skills

Trained in client management and public speaking

Capable of working independently and meeting goals with limited managerial oversight

Excellent time management and organizational skills

Ability to multi-task efficiently, and track and report progress

Fluent in Spanish, and conversational Portuguese

EDUCATION

The Jump Digital School, London, UK Jan 2021 – present
Full Stack Software Engineering Program (graduating July 2021)

RealEstateU, New York, USA June 2018
NYS 75-Hour Real Estate Salesperson Licensing Course

Oxford TEFL Barcelona, Spain June 2017
Trinity Certificate in TESOL (TEFL course)

California State University Long Beach (CSULB) 2006 - 2012
Bachelor of Science in International Business
Bachelor of Science in Business Marketing
Minor in Spanish

University of Belgrano, Argentina 2012
Fully immersive study abroad program with an emphasis on South American culture and civilization

University of Alicante, Spain 2010
Immersive study abroad Spanish program with a focus on international business

CLUBS AND DISTINCTIONS

American Marketing Association at CSULB
Vice President of Membership 2008

International Business Association at CSULB
Vice President of Marketing 2009

College of Business Administration at CSULB
Dean's Honor List 2011

EXPERIENCE

VIPKID HK Ltd.

- Virtual English Teacher* 2017 – present
- Specialty in conversation, pronunciation and grammar, building confidence in young students to speak, write and read in English confidently
 - Maintaining a perfect teacher feedback score while balancing up to 100 students per week
 - Knowledge of how to teach all age ranges, skill levels (beginner – advanced) and ethnicities

Nooklyn, Bushwick Real Estate Rentals Office

- Real Estate Agent* 2018 – 2020
- Prepared real estate contracts, assembled client financial information and finalized conditions of sale
 - Actively found new clients, managed a large client database and maintained detailed accounts of clients' needs
 - Organized apartment showings, open houses and conducted roommate searches to help find perfect matches
 - Exercised excellent communication skills by liaising between management, landlords and clients throughout the rental agreement process
 - Created, updated and managed listing advertisements on various real estate platforms

PM360 Magazine

- Marketing and Event Coordinator* 2016 – 2017
- Managed event documentation including expenses, contact lists and guest lists
 - Assisted with day-of execution, event set-up and breakdown
 - Generated initial leads, maintained an extensive client database and offered support for all client questions
 - Worked with third party vendors to meet all event needs
 - Was in charge of all day-to-day activities leading up to events

Socialyte, a NYLON Media Company

- Marketing Associate / Campaign Coordinator* 2014 – 2016
- Managed a group of employees to execute social media influencer marketing campaigns featuring globally recognized talents and celebrities
 - Maintained strong relationships between preexisting clients and established fast connections with prospective new ones
 - Helped build a portfolio of media brands including Vanity Fair and Vogue creating campaigns for brands such as Diesel, Lord & Taylor, and Ted Baker
 - Developed original content series' that spanned across all social media channels