

ALEX J. S. DA SILVA

COMPUTER PROFESSIONAL



CONTACTS



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Rua Piracaia, 853, Marechal
Hermes, Rio de Janeiro - RJ

SKILLS

- Excel, Word, Power Point, Power BI e TOTVS - RM
- Customer service
- Social Media
- Traffic Management
- JavaScript, Python and CSS HTML Basics
- Audio and video editing
- Digital arts design
- Digital Security

ADDITIONAL INFORMATION

- Holder of driver's license A-B
- Availability to work in another city or state
- Flexibility for in-person and remote work
- Ability to work full-time and perform occasional tasks

PROFESSIONAL OBJECTIVE

Multidisciplinary professional with experience in IT, marketing and design, adaptable to different sectors and focused on results.

PROFESSIONAL SUMMARY

Versatile professional with experience in IT, digital marketing and customer service. Works with technical support, media editing, graphic design and traffic management. Proficient in tools such as Excel, Power BI, TOTVS-RM and Photoshop, in addition to having programming skills. Organized, proactive and adaptable to different roles and environments, with a focus on continuous development and availability to work in different regions.

PROFESSIONAL EXPERIENCE

Esteivas Novo Prado LTDA

Position: Loader and Stock Separator

- Responsible for loading and separating stock for cargo, ensuring the efficiency and organization of the process.

Câmara Municipal de Baía Da Traição

Position: Advisor

- I performed advisory functions, assisting in administrative and communication activities.

Eternizy Photography

Position: Editor and Production Assistant

- Responsible for editing photographs, sublimation on various products and making materials, concluding with daily reports.

SkyBar

Position: Stockist

- Responsible for loading and separating stock and replenishing products, ensuring the efficiency and organization of the environment.

Nascente's Bar

Position: Manager and Waiter

- I performed customer service, sales control and waiter supervision functions.

Lan House Casa Verde

Position: IT Technician and Computer Tutor

- Assembly and replacement of electronic components of computers, and responsible for teaching students basic and advanced computer skills.

ACADEMIC BACKGROUND

- Microsoft data analysis (Worker School 4.0)
- Professional Computer Instructor
- Paid Traffic Management Course
- Marketing Analyst Applied to Social Media
- Adobe Photoshop CS6 (Graphic Designer)
- Incomplete Higher Education in Ecology at the Federal University of Paraíba

