

Anabel Pereira Moraes

+55 (11) 939034389 · anabel.pmoraes@gmail.com · [Linkedin](#) · [Github](#)
Rua João Rafael Jafet, Jd Satellite - São Paulo, SP

KEY COMPETENCIES

Go, SQL, Python, Docker, Git
Adobe Illustrator, Photoshop
Data Analytics

Detail-oriented
Team player
Flexible and Adaptable

Project Management
Customer Support
Communication

PROFESSIONAL EXPERIENCE

Leo Law Co., LPA
Seasonal Cyber Security and IT Manager

APRIL 2023 – MAY 2024

- Managed and updated the company website to ensure it remained current and user-friendly.
- Conducted in-depth research and analysis to provide insights into market trends and business performance.
- Played a key role in drafting and implementing the company's cybersecurity policy, ensuring the protection of sensitive data and information.
- Implemented strategies to increase awareness of security protocols and promote adherence among employees. These initiatives significantly improved the company's overall security posture and fostered a culture of cybersecurity awareness.

Freelance
Illustrator

JAN 2019 – MARCH 2023

- Created illustrations for books, providing unique and captivating visual interpretations that enhanced the storytelling experience for readers.
- Collaborated with children's book authors to create engaging illustrations.
- Offered personalized customer service, understanding clients' needs and delivering tailored solutions to meet their requirements effectively.
- Maintained a high level of professionalism and reliability, earning positive feedback and repeat business from satisfied clients.

Verizon Victra
Sales Associate

OCT 2018 – JULY 2019

- Managed inventory of devices and accessories, ensuring efficient stock levels to meet customer demands.
- Provided exceptional customer service, addressing inquiries and resolving issues to enhance the overall shopping experience.
- Handled cash transactions with accuracy and integrity, maintaining the security of the cash register.

STEP (Science & Technology Entry Program)**OCT 2017 – MAY 2018****Teacher's Assistant**

- Facilitated robotics activities, fostering students' understanding of engineering principles and problem-solving skills.
- Prepared engaging and educational activities, aligning with the curriculum to enhance students' learning experiences.
- Collaborated with Mad Science to introduce students to scientific concepts and experiments, stimulating their interest in technology and innovation.
- Demonstrated the functionality of circuits through TrajectUP, helping students grasp fundamental electrical engineering concepts.

Freelance**JAN 2016 – DEC 2018****Phone Technician**

- Specialized in fixing various phone components, including screens, batteries, and charging ports, ensuring devices functioned optimally.
- Provided fast and dependable repairs, boosting customer satisfaction and securing repeat business.
- Offered customized services, understanding and meeting clients' specific needs with tailored solutions.
- Maintained a high level of professionalism, receiving positive feedback and building strong client relationships.

Nyack College Computer Science Department**SEP 2016 – MAY 2017****Intern**

- Updated and maintained computers in the computer science laboratory, ensuring optimal performance and functionality.
- Conducted troubleshooting and performed regular maintenance to address technical issues promptly and minimize downtime.
- Rectified corrupted programs and installed missing software to optimize the usability of computer systems.
- Assisted professors with hardware maintenance tasks, programming assignments, and resolved general departmental issues to support smooth operations.

EDUCATION**Nyack College - New York, USA****Sep 2014 - May 2018**

Bachelors of Science in Computer Science

GPA: 3.06

Sao Sabas - Sao Paulo, Brazil**Jan 2013 - Dec 2013**

High School Diploma

CERTIFICATIONS**CS50's Introduction to Programming with Python (CS50P)**

HarvardX/EdX - October 2023

LANGUAGES

English

Bilingual/Fluent

Portuguese

Bilingual/Fluent
