



# Ana Clara Cirone

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- Italian, Torino, 10147
- 09/19/2004
- Nationality - Italo Brazilian

## CONTACT



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## ABOUT ME

Hard-working, creative and proactive. Ambitious, eager to keep growing and evolving. Constantly developing new skills and abilities. Open to new experiences.

## COMPETENCES

- Expertise in business writing
- General accounting
- Aptitude for problema solving
- Use of Office
- Attention to detail
- Room organization
- Teamwork

## LANGUAGES

Portuguese - Native  
Italian - Intermediate  
English - Basic

## EDUCATION

### **Sesi Paraná - Brazil**

High school - Dec 2022

### **Lar escola - Brazil**

Administration -Mar 2023

### **CPIA1 "Paulo Freire" - Italian**

italian Course - Jun 2023

## WORK EXPERIENCE

### **Hotel "Areia que canta" | 2020 - 2021 - Brazil/Brotas**

Room cleaning -Summer resort

### **Perfileve | 2021 - 2023 - Brazil/Maringá**

Administrative Assistant

### **Martione Pizzeria | 2022 - Brazil/Maringá**

Waitress

### **Civicouno Bar | 2023 - Italian/Torim**

Waitress