

## MARIA INÊS RIBEIRO

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Portuguese

Lisbon, Portugal

### EDUCATION

**Nova School of Business and Economics**

**PORTUGAL**

09/17 – Present **International MSc in Finance (#14 by the Financial Times rankings)**

02/18 – 07/18 **Exchange Program at The University of Sydney Business School**

**AUSTRALIA**

09/14 – 07/17 **BSc in Management**

Final GPA 17,00/20,00

Relevant courses: Macroeconomics (19/20), Organizational Behavior (19/20), Finance (18/20)

09/14 – 07/15 **1<sup>st</sup> year BSc in Business Administration IE Business School**

**SPAIN**

Relevant Courses: Economics (9,3/10), Finance II (9/10), Strategic Management (8,5/10)

### WORK EXPERIENCE

07/17 – 07/17 **Galp Energia, Corporate Planning and Control Department, Summer Intern**

**PORTUGAL**

Collaborated on a Budget Process Optimization;  
Researched and presented a quarterly Peer Group Analysis;  
Computed and analyzed key performance indicators;  
Translated and examined several reports;  
Summarized financial information for communication purposes.

01/17 – 01/17 **Movicortes – Serviços e Gestão, Finance Department, Intern**

**PORTUGAL**

Calculated Financing Costs;  
Systematized and analyzed sales data for different business units and time periods;  
Researched and wrote part of a report about the company's prospects for the year.

### EXTRACURRICULAR ACTIVITIES

12/17 – 2/18 **Volunteering: Refood, Leiria**

Distributed excess food from restaurants/supermarkets to families and institutions in need;  
Organized and kept track of inventory.

09/00 – 07/13 **Ballet and Contemporary Dance: Escola de Dança Clara Leão, Leiria**

09/02 – 06/10 **Swimming: Belo Horizonte Sports Center, Leiria**

**Others:** Reading; Writing; Travelling (visited 10 countries in the last 12 months)

### AWARDS AND HONOURS

03/16 – 03/16 **Merit Scholarship**, Masters tuition waiver due to academic performance in the Undergraduate Degree

### LANGUAGE SKILLS

**Portuguese** Native speaker

**English** Level C1 - Advanced – According to the CEFR - Assessed by Nova SBE.

**Spanish** Level B1 - Intermediate – Language Course Certificate, IE Business School

**French** Basic – Studied for 3 years in Middle School

### COMPUTER SKILLS

**Microsoft Excel** Certificate (2017): *Microsoft Office Specialist Excel 2013 Expert*; Score: 1000/1000

**SPSS** Intermediate - Used the software for data mining and statistical analysis in the Undergraduate Degree

**Bloomberg** Intermediate knowledge

**Microsoft Word & PowerPoint** Advanced knowledge