

Gabriel Parada

A capable professional with solid qualifications, motivated, focused multi-tasker with skills in relationship management and extraordinary abilities to work effectively as a part of a team or individually.



gabrielparada05@gmail.com



(289) 2643058



Bradford, Canada

SKILLS

Team Leadership

Time Management

Inventory Management

Budgeting

Training & Development

Communication Skills

Supervisory Experience

Detail Oriented

Adaptability

WORK EXPERIENCE

Owner

Gabriel Parada's Services

05/2022 - Present

Toronto, ON

Tasks

- ▣ Planned, organized, and managed administrative procedures.
- ▣ Supply inventory, as well as cleaning products and tools required for services.
- ▣ Provide cleaning services and ensure establishment is clean and well-maintained.

Owner

P Company, SPA

09/2010 - 02/2022

Santiago, Chile

Tasks

- ▣ Planned, organized, and managed administrative procedures.
- ▣ Supervise the installation of equipment or machinery.
- ▣ Create reports on budget, safety inspections, and production statistics.

Head of Department

Municipality of La Pintana - Community Development Department Elderly and Social Care

10/2014 - 02/2022

Santiago Chile

Tasks

- ▣ Supervise the institutional management control system and the citizen consultation processes.
- ▣ Prepare technical presentations of the programs.
- ▣ Propose, execute and monitor the budget of the Directorate.
- ▣ Promote intersectional relations of the Directorate with local, regional and national levels.

EDUCATION

Postgraduate Diploma in Autonomy, Care and Dependence in old age Pontifical Catholic University of Chile

03/2020 - 10/2020

Highest Distinction obtained.

Master in Management for Development Latin American Faculty of Social Sciences, Chile

07/2011 - 07/2013

Highest Distinction obtained.

Postgraduate Diploma Latin American Faculty of Social Sciences, Chile

03/2012 - 03/2013

Highest Distinction obtained.

Courses

- ▣ Social Management and Public Policies
- ▣ Formulation and Evaluation of Social Programs

International Studies

School of International Studies, Universidad Central de Venezuela.

03/2007 - 03/2011

LANGUAGES

Spanish

Native or Bilingual Proficiency

English

Full Professional Proficiency