

Maria Fernanda Auzaque Fernandez

BILINGUAL RECRUITER

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Bucaramanga, Colombia

Bilingual lawyer with professional experience in the public and private sectors, focused on civil and constitutional law issues. With leadership and organization skills, a high sense of commitment and fast learning abilities, Skills developed in Microsoft Suite like Excel, PowerPoint and Word. Currently working as a Solvo recruiter, involved in talent acquisition processes specialized in recruitment.

EDUCATION

Lawyer Degree

2013-2019

Universidad Autónoma de Bucaramanga

High School Graduate

2012

Instituto Caldas

EXPERIENCE

Bilingual Recruiter

July 2022 - Currently

Solvo Global

Multitasking and time management skills and abilities to manage social media and job platforms.

Court Reporter "Escribiente"

Jan 2021 - May 2022

J27 Municipal Civil Court Bucaramanga.

Lawyer responsible of constitutional actions, sending official communications and all of those functions entrusted by the judge.

Junior Lawyer

Oct 2019 - Dec 2020

C.R. Legal Services S.A.S.

Junior lawyer in charge of substantiation, presentation and monitoring of executive processes, management of constitutional actions and projection of legal documents.

SKILLS

Languages

- English level B2
- Native Spanish

Soft skills

- Leadership
- Active listening
- Fast learning
- Teamwork
- Work ethic

Hard Skills

- Microsoft Suite
- Human resources processes
- Recruitment platforms