

Biara F

Brazil

Applied through AIESEC in GETULIO VARGAS, Brazil.

[✉ Send email](#)

[in LinkedIn](#)

PROFESSIONAL EXPERIENCE

Volunteer; Olympic Family Assistant

Rio 2016    Apr 2016 - Aug 2016    Brazil

Main Activities: Accompany and assist the members of the Olympic Committee of US Virgin Islands during their activities in the Olympic Games; work as interpreter/translator.

Intern

City Hall of Santa Maria    Department of Tourism    Mar 2016 - Feb 2017    Brazil

Main Activities: Customer service, elaborate reports, statistics and research.

Intern

Agenzia Consolare DItalia    May 2015 - Dec 2015    Brazil

- Customer Service: Assist Italian and non italian citizens in matters relating to visas, naturalization, events and other information regarding Italy.  
- Marketing: Manage the social networks of the consular agency by publishing content related to Italy.

Team member of Managing

F5 Junior    Consultoria Internacional    Apr 2015 - Dec 2015    Brazil

Main Activities: Research related to import and export procedures.

Team member of Sales

AIESEC    Jul 2014 - Aug 2014    Brazil

Position: Team member of Sales  
Main activities: Sell volunteer Exchange for college students in Santa Maria.

Manager of GIPi

AIESEC    Jun 2013 - Jul 2014    Brazil

Position: Manager of GIPi    Selection team for candidates for corporate Exchange.  
Main Activities: People managing, work supervision, and resume selection for corporate Exchange in Santa Maria.

Team member of GIPi

AIESEC    Mar 2013 - Aug 2014    Brazil

Position: Team member of GIPi    Selection team for candidates for corporate Exchange.  
Main Activities: Team work, resume selection for corporate Exchange in Santa Maria. Language practice, mostly English and Spanish.

ACADEMIC EXPERIENCE

SUMMARY

I am a very dynamic and curious person and always seek to meeting new people and places. In life I believe that success comes when we leave our comfort zone and create new opportunities.

LANGUAGES

Portuguese	Native
Spanish	Advanced
French	Intermediate
Italian	Intermediate
English	Advanced

SKILLS

Expert	<div><div></div></div>
+ Collaboration	
Advanced	<div><div></div></div>
+ Computer	
+ Self-Confidence	
+ Time Management	
+ Self Awareness	
+ Adaptability	
+ Microsoft Word	
+ Microsoft Powerpoint	
+ Microsoft Excel	
+ Solution Orientation	
+ Windows PC usage	
+ Work Ethic	
+ iOS	
+ Dropbox	
+ Google Drive	
+ Internet usage	
+ Windows	
+ Sales	
+ Project Management	
+ Creativity	
+ Client servicing	
+ AIESEC Leadership qualities	
Intermediate	<div><div></div></div>
+ Team Management	
+ Problem Solving	
+ Event Planning	

UNICAMP Mar 2017 - Dec 2018 Brazil

Business administration, Economics, Entrepreneurship, Finance, International relations, International Trade, Marketing

UFSM Feb 2013 - Feb 2017 Brazil

Communication & journalism, International relations, International Trade, Tourism & hotel management

- + Writing
- + Social Media Management
- + Handling Pressure
- + Market Research
- + Risk Management
- + Microsoft Access
- + Leadership
- + Language Teaching
- + Presentation skills
- + Data Analysis
- + Recruiting

Beginner

- + Salesforce
- + Content Marketing
- + Public Relations
- + Personal skills and knowledge
- + Financial management
- + Organisational Management
- + Critical Thinking
- + Human Resources