

# Maria Carolina Pereira de Sales

Systems Analyst | Scrum Master | Agile Project Management

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## Professional Summary

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I am a professional with over 10 years of experience in the IT field, specializing in systems analysis and agile project management. I hold a Bachelor's degree in Information Systems and have extensive knowledge in the application development process. I have worked in both the public and private sectors, including education, healthcare, and corporate environments. My experience includes implementing solutions, optimizing processes, and leading multidisciplinary teams. I have certifications as a Professional Scrum Master I (PSM I) and II (PSM II) from Scrum.org. I have also participated in significant projects for the Brazilian Air Force's Computing Center, developing complex code for high-impact projects. I am experienced in C++, Python, and Lua, as well as web development with HTML, CSS, Java, JavaScript, and PHP. I am always seeking new challenges to enhance my skills and knowledge.

## Academic Background

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- **Bachelor of Science in Information Systems** – Unileste MG, 2017
- **Technical Degree in Informatics** – Escola Técnica JK, 2012

## Certifications and Additional Courses

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- **Professional Scrum Master I (PSM I)** – Scrum.org
- **Professional Scrum Master II (PSM II)** – Scrum.org
- **Web Programmer** – Senac (2021–2022)
- **Web Designer** – Senac (2021)
- **HTML, CSS, Java, JavaScript, IT Security** – Fundação Bradesco (2020 –2021)
- **Computer Networks** – Senai (2015)

# Professional Experience

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**First Lieutenant - Systems Analyst - Brazilian Air Force (FAB)**, São José dos Campos/SP (08/2025 - Present)

- Scrum Master on IT projects using agile methodologies (Scrum/Kanban).
- Coordination of teams for the development and delivery of technological solutions.
- Analysis of requirements and strategic documentation.

**Second Lieutenant - Systems Analyst - Brazilian Air Force (FAB)**, São José dos Campos/SP (09/2022 - 08/2025)

- Management and execution of IT projects using agile methodologies (Scrum/Kanban).
- Coordination of teams for the development and delivery of technological solutions.
- Analysis of requirements and strategic documentation.

**Official Aspirant - Systems Analyst - Brazilian Air Force (FAB)**, São José dos Campos/SP (01/2022 - 09/2022)

- Participated in the development project for flight simulators.
- Supported requirements analysis, hardware and software development for the simulator.

**IT Technician - Dr. José Maria Morais Hospital (HJMM PMCF)**, Coronel Fabriciano/MG (07/2020 - 09/2020)

- Responsible for the IT department, providing full support to users.
- Hardware maintenance, software installation, network, and server configuration.

**IT Technician - Colégio Angélica**, Coronel Fabriciano/MG (07/2017 - 03/2020)

- Managed the entire IT infrastructure for over 350 users (students and staff).
- Planned and executed projects that modernized the educational system.
- Performed network configurations, prepared environments for classes, and provided continuous technical support.

**Computer Science Teacher - Colégio Angélica**, Coronel Fabriciano/MG (09/2017 - 07/2019)

- Developed teaching materials and conducted practical and theoretical classes.

**Administrative Assistant - Colégio Tiradentes da Polícia Militar (CTPM MG)**, Ipatinga/MG (05/2016 - 12/2016)

- Provided customer service, organized documents, and issued declarations.

**Technical Support Assistant - AR-Web Sistemas**, Ipatinga/MG (01/2014 - 11/2014)

- Performed system testing, technical support, and requirements analysis.
- Developed technical documentation and conducted training sessions.

# Technical Skills

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## Systems:

- Administration of operating systems (Windows, Linux).
- Performance and system availability monitoring.
- Installation, configuration, and maintenance of corporate software.

## Networks:

- Planning, configuration, and maintenance of LAN and WAN networks.
- Administration of routers, switches, and firewalls.
- Network protocols (TCP/IP, DHCP, DNS, HTTP/HTTPS).
- Configuration of network services (DNS, DHCP, Proxy, VPN).
- Wireless network support.

## Development:

- Programming in languages such as Python, C++, Java, JavaScript, Lua, PHP.
- Use of version control (Git, GitLab, GitHub).
- Knowledge of clean code practices, refactoring, and unit/automated testing.
- Creation of technical software documentation.

## Agile Management:

- Application of agile frameworks like Scrum and Kanban.
- Planning and facilitation of sprints, reviews, dailies, and retrospectives.
- Definition, prioritization, and refinement of product backlog.
- Management of agile metrics (burndown, burnup, cycle time, cumulative flow, and throughput).
- Leadership of multifunctional and self-managing teams.

## Tools:

- **Office Suite (Word, Excel, PowerPoint, Outlook)**: document creation, advanced spreadsheets, professional presentations, and automation with Macros.
- **Adobe Illustrator**: development of vector illustrations, logos, visual identities, and digital/print graphic materials.
- **GitLab**: code versioning, repository management, CI/CD pipeline creation, and tracking issues and milestones.
- **Metabase**: construction of interactive dashboards, analytical report creation, SQL queries, and database integration.

## Languages

- **Portuguese**: Native, with excellent oral and written communication.
- **English**: Basic, with text comprehension and basic professional communication.
- **Spanish**: Basic, with text comprehension and basic professional communication.
- **Italian**: Basic, with basic communication skills.