

Marta Pineda

CONTACT

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PERSONAL PROFILE

Originally from Madrid. Open, sociable and team player. I love new challenges and learning new skills. I bring with me experience in many different environments and ability to adapt to the needs.

Fast learner, and eager for technical tools. Proactive, independent and accountable of my job. Very detailed oriented, organized and hard-worker.

EDUCATION

FRONTEND DEVELOPER
SheCodes | 2021

MS HOTEL MANAGMENT
ESDEN Business School,
Madrid, Spain | 2019

BA PEDAGOGY
University Complutense,
Madrid, Spain | 2014

SKILLS

- ◆ Leadership
- ◆ Adaptability
- ◆ Fast learner
- ◆ Tech skills

TOOLS

- ◆ Jira
- ◆ Excel
- ◆ G-Suite
- ◆ Tableau
- ◆ Slack
- ◆ HTML, CSS, JS
- ◆ GitHub
- ◆ API
- ◆ SEO
- ◆ React

LANGUAGES

- ◆ Spanish Native
- ◆ English Proficiency
- ◆ Hebrew Basic

RELEVANT EXPERIENCE



OPERATIONS MANAGER

Moovit, Israel / 2019–present

- Manage markets in 3 countries (Spain, Portugal & Serbia)
- App translations, localization, user communication and support (zendesk)
- Deep close relationships with local community of users to perfect the information provided and increase engagement.
- Working closely with the technical department and sales team to ensure the best performance of the app and provide our clients the best experience; punctual delivery of high-quality products and services
- Involved with the project management team to deliver to client B2B. Organize the project and the people involved, set ETAs for each task.



OFFICE MANAGEMENT

Elsevier, Madrid, Spain/ 2017–2019

- Responsible for front office reception, administration and management duties.
- Transport and accommodation bookings for executives
- Part of Facilities Department, implementing and maintaining procedures/office administrative systems
- Phone assistance to clients and buyers of the products
- Managing company events or conferences