

BUSINESS DEVELOPMENT & OPERATIONS MANAGER

Summary

18 years of work experience, with 11 years of management experience and business development, including a high-level position such as commodity trader, insurance management, budgeting, logistics, and marketing. Dedicated to continuous process improvement in the face of rapidly evolving and changing markets. Extremely results-oriented and proactive in addressing and resolving problems. Dedicated Operations Manager demonstrating effective leadership in all aspects of the job.

Highlights

- Skilled Operation Manager with solid experience managing all levels of multiple projects including budgeting and administration.
- Proactive and highly motivated self-starter with ability to interact with a variety of individuals.
- Excels at cutting costs and streamlining operations, detail oriented.
- Leadership Communication Skills.
- Analytical thinker.
- Ability to prioritize, multi-task, and shift priorities as needed.
- Cultivates Company Culture, Highly adaptive to fluid and changing environment.
- Complex Problem Solver.
- Exceptional writing, communication, presentation skills. Idioms: Portuguese, English, Spanish

Experience

01/2005 - Current

Accenture Contractor Jobs ¼ Birmingham , AL Business Development & Operations Manager

• Responsibilities: Financial Analyst, Operations Manager, E-Commerce, Digital Marketing, Social Media, Public Relations, Brand Advertising, Audio Engineer, Producer, Artist Manager, Sound Engineer, Stagehand, and Post-Production, Technical Support, Backline Support, Logistics, Events Associate;

• Co-Producer: TATICA 4 - YEAH! Festival 2006 (Extreme Sports and Music Festival) - New Business Development - Advertising Agency- Duties include dealing with Bands & DJ's, Main Stage (setting up sound equipment and stage platform), Skateboard's Half-Pipe and FMX Ramp Assistant;

• Operations Management Associate: FUTURI ENTERTAINMENT LTDA. - FAAP AlMare (Fundacao Armando Alvares Penteado's graduation event of 2005)

New Business Development - Events & Advertising Agency

• Responsibilities: Finance / Administrative / Legal / Taxes / Marketing / Publishing

- In charge of all creative material (folders and flyers), Web site and media, detail-oriented.

- University's Cruise Production, Marketing/Publishing, Legal, and Financial Dept.

• Trained, coached and mentored staff to ensure smooth adoption of new program.

• Implemented innovative programs to increase employee loyalty and reduce turnover.

• Leadership Strategic Communications Specialist.

06/2010 - 06/2012

BELARINA ALIMENTOS S.A. ¼ City , STATE Business Manager Associate

FOOD INDUSTRY

- Managing Director, Brand and Consumer Marketing

• Property Insurance Manager: Insurance Budgeting, Risk Management. - Commodities Inventory, Transportation, Vehicles, Healthcare, and Properties Insurance.

• Marketing / Publishing - Responsible for the creative material (folders, flyers, packaging, etc.), Website and media releases.

• Logistics - Goods and merchandising produced in our factories (mills) (wheat, wheat flour and derivatives).

• Complex Problem Solver, Team Leadership, Excellent Communication Skills, Development Staff Training Supervision, Application

Development Lead

01/1999 - 05/2010

MULTIGRAIN GROUP ¼ City , STATE Business Operations Associate

COMMODITIES INDUSTRY

• Operations

• Trading (Soybeans, Cotton, Sugar)

• Logistics & Risk Management

• Insurance Budgeting & Management

• Increased profits by 60% in one year through restructure of business line.

• New Revenue Streams

• Communication Skills

• Company Revenue

• Application Development Lead

• Staff Training Supervision

08/2000 - 12/2000

Fischer America ¼ City , STATE Advertising Agency Trainee

• Media Operations

• Production Development

• Campaign Planning

Education

2016

UCLA Extension ¼ City , State , USA Associate of Science : Music Business Management & Business Marketing Music Business & Business Administration with Concentration in Marketing

2014

The Los Angeles Film & Recording School 1/4 City , State , USA Associate of Arts : Recording Arts Certification:Â - National Honor Society of the Entertainment ArtsÂ - Pro Tools

2009

Fundacao Getulio Vargas City , Brazil Master of Arts : Business Strategy

2000

Anhembi-Morumbi City , Brazil Bachelor of Arts : Social Communication Marketing & Advertising

Languages

Portuguese, English, Spanish

Skills

â€¢ DAWs: Pro Tools, Logic Pro 9

â€¢ Mixing Consoles: Sound Craft Ghost, Alesis HD24, Mackie 1402, SSL 9000/Duality, Neve, D-Command, Command 8, ICON

â€¢ Effects Processors: Alesis Midiverb, Behringer Tube Ultra-Q, MOTU, T.C. Electronics M-One XL, Aphex, DBX

â€¢ Microphone: Placement and recording techniques

â€¢ Post-Production Audio: Dialog editing & Foley mixing, voice over, mixing in 5.1 and stereo (ICON)

â€¢ Live Sound: troubleshooting, feedback managing

â€¢ Proficient with Word, Excel, Powerpoint, Tableau, advertising platforms, Adobe Illustrator & Photoshop.

â€¢ Tech savvy and able to adopt new platforms.