



Daniel Hernan Benjamin Gamez

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Personal statement

A conscientious and professional student with extensive experience with foreign languages. A highly organised and efficient individual whose thorough and precise approach to projects in political science at University has yielded excellent results. Excellent communication skills and great charisma to deal with people and get them on his side.

I have also studied Life Coaching and NLP which are tools that provide social and human skills. Finally, as a very charismatic person I can easily empathize with people and have developed other skills such as teamwork, problem-solving, persuasion, motivation, etc.

Key Skills

- Adaptive skills.
- Leadership.
- Negotiation and persuasion.
- Problem Solving.
- Team-building.
- Computer skills.
- Proficiency in all areas of Microsoft Office, including Excel, Word and PowerPoint
- Excellent communication skills, both written and verbal
- Deadline success.
- Positivity.
- Creativity.
- Tenacity.
- Confidence.

Employment History

Telephone Operator at Vueling Airlines, Barcelona, Spain.

(June 2017 – September 2017)

Achievements and responsibilities:

- Solving customers' problems in a very short time.
- Use of listening skills to put callers at ease and thus obtaining accurate, complete information.
- Organised Adviser of clients
- To assists with training new telephone operators in performance of job duties.
- Management of emergency calls.
- Multitasking abilities.

Account and Communication Manager, Medical Coaching ITLC, Spain

(January 2016 – May 2017)

Achievements and responsibilities:

- Organised meeting with different clients from South America and North America.
- Translation of different important documents from Italian to English.
- Organised meeting with clients from China.
- Diary management, typing correspondence and documents, creating presentations and creating meeting minutes
- Managing incoming phone calls and mail

Life and Business Coach, INTCOCENTER, Barcelona, Spain

(October 2016 – April 2017)

Achievements and responsibilities:

- Presenting a professional and friendly first impression of the firm to all visitors and clients
- Managing incoming phone calls and mail
- Organising stationery orders and liaising with suppliers to meet business requests
- Team solving and team building activities to clients and businesses.

English Teacher, Academia de Inglés, Spain

(September 2014 – June 2016)

Achievements and responsibilities:

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- Teaching and organising English classes.
- Answering incoming calls
- Typing all necessary documents and correspondence as required for scheduled classes
- Printing any supplementary notes as required

Translations, Self-employed, Spain

(September 2014 – May 2017)

Achievements and responsibilities:

:

- Translation of different types of documents.
- Live event translations.
- Typing all necessary documents and correspondence as required
- Translations in three different languages: English, Spanish and Italian.

Support Class teacher, Xenolit Serveis Formatius I De Lleure, Spain

(October 2014 – December 2015)

Achievements and responsibilities:

:

- Teaching and organising classes of English, Latin and Greek.
- Answering incoming calls
- Typing all necessary documents and correspondence as required
- Printing any supplementary notes as required

Education

University of Burgos – BA in Political Science and Public Management

(September 2015 – June 2017)

Bachelor's degree:

- Ability to examine written material and oral presentations critically.
- Ability to gather information, assess its importance, and organize it for use besides the technical skills to analyse and use of reasoning.
- Ability to effectively communicate ideas and information verbally, visually and in writing.
- Critical Thinking - Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- Active Learning - Understanding the implications of new information for both current and future problem-solving and decision-making.
- Learning Strategies - Selecting and using training/instructional methods and procedures appropriate for the situation when learning or teaching new things.

Life Coaching and NLP – INTCOCENTER, Spain.

(September 2016 – April 2017)

Skills learnt can vary:

- Parking your own subject expertise, and helping the individual to develop their own solutions.
- Allowing the person being coached time to explore the problem in their own way.
- Putting aside any preconceived ideas about the person and their effectiveness.

GSCE/Bachillerato

(June 2013)

GCSEs, grade A-C. Public school with an all-required curriculum in science and the humanities (including Maths, English, Latin, French).

Languages

Mother tongues

Spanish and Italian.

Other languages

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C1	C2	C2	C2
English					
French	B1	B1	B1	B1	B1
French					

Hobbies & Interests

Daniel Gamez is passionate about changing people's lives. He is also committed to developing a new concept of leadership. That is the main reason he has undertaken courses as Life Coaching, in order to acquire and master skills such as team working, team building, goal setting, conflict resolution, etc. In order to achieve this goal he works with *Intcocenter* to lead business teams to excellence by helping them discover a new way of working and succeed together. After all, leadership is not being in charge but rather taking care of those you are in charge.

During his free time he runs a Blog (elmundosiglo21.com) where he can share his thoughts and ideas about humanism and leadership. Moreover he studies different foreign languages and loves reading books and watching documentaries.

As a person who loves social skills he likes to be involved in humanitarian projects and spend time with his family and friends either at a park practising sports or doing *une promenade*.