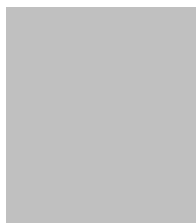







PERSONAL INFORMATION



Replace with First name(s) Surname(s)

-  Replace with house number, street name, city, postcode, country
-  Replace with telephone number  Replace with mobile number
-  State e-mail address
-  State personal website(s)
- 19 years old

Sex Female | Date of birth dd/mm/yyyy | Nationality Enter nationality/-ies

WORK EXPERIENCE

2016

Worked as a staff member in the XVII International Congress on Accounting and Auditing.

EDUCATION AND TRAINING

2017

Instituto Superior de Contabilidade e Administração do Porto

Graduation in Administrative Assistance and Translation.

2014 to 2017

Escola Secundária da Maia

Completion of the scientific-humanistic course on languages and Humanities

PERSONAL SKILLS

Mother Tongue(s)

Portuguese

Other Languages

English
German (Initiation)
Russian (Initiation)

Other skills

- Easy understanding and expression in other languages;
- Using Excel and Word as working tools;
- Team spirit;
- Willingness to work and learn;

ADDITIONAL INFORMATION

Honours and awards

- Degree in value and merit at school (2016-2017)
- Degree in value and merit at school (2015-2016)

Certifications

- ICAA participation certificate

ANNEXES

- Degree in value and merit at school (2016-2017)
- Degree in value and merit at school (2015-2016)
- ICAA participation certificate