

Saul Rizzieri T. S. Duarte

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Idaho, United States

SUMMARY

- Leadership experience
- Dual citizenship (Brazilian and Italian)
- Fluent in Portuguese and in English, intermediate in Spanish, basic Italian and German
- Multicultural experience (studied and worked in Brazil, Italy, and United States)

PROFESSIONAL EXPERIENCE

Hightop – Banking for the crypto generation

Rotational internship program

Utah, United States

2022

First rotation – Product Management

- Reviewed app tools to make it easier for the consumer
- Used clickup to create new ideas with other teams (design and engineering)
- Managed project to analyze how to make better use of amplitude

Second rotation – Marketing

- Managed social media initiatives (created content)
- Worked with Meta Ads manager

LDSC

Full time representative – public relations (volunteer)

2019-2021

Worldwide non-profit organization. Worked on community projects to assist and give guidance to individuals and families on professional, educational, and emotional issues in several cities of Paraná, Goiás, and Minas Gerais in Brazil.

Leadership roles: Assistant to President, Group Leader, and District Leader

- Trained groups of up to 60 people on how to plan daily activities, establish goals and teach
- Achieved success on leading associates to exceed the goals, both individually and collectively

Social Media Coordinator

- Coordinated digital media initiatives
- Created weekly presentations to show the progress made in each platform

Executive Secretary

- Responsible for managing the logistics of the organization
- Developed administrative tasks

dōTERRA

Production Operator

São Paulo, Brazil

2018

- Led and trained associates on the packaging process.