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<meta name="viewport" content="width=device-width">

<title>JS Bin</title>

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<body>

<h1>CURRICULUM VITAE CLAUDIA MARTINEZ</h1>

<img src= "<https://s3.envato.com/files/244819570/preview.jpg>" alt="pic">

<hr>

<h2>PERSONAL DETAILS</h2>

<ul>

<li> Residential Address: 123 Dreamland Street, 45987 Moema BRAZIL</li>

<li>Mobile: +555 666 777</li>

<li>Date of Birth: 1 April 1980</li>

<li>Nationality: Brazilian </li>

</ul>

<h2>CAREER OBJECTIVE </h2>

To expand skills and experience within the marketing department of an international sports events company or association.

<h2>EDUCATION HISTORY</h2>

<strong> May 2006 – Current </strong> <i> University of Sao Paulo, Sao Paulo BRAZIL </i> <a href=http//:www.fe.usp.br></a>

Masters in International Marketing Expected graduation: Oct 2007 <br>

<br>

<strong>Jan 2002 – Nov 2005 </strong> <i>University of Sao Paulo, Sao Paulo BRAZIL </i>

Bachelor of Business in Sports Management <br>

<br>

<strong>May 1999 – Feb 2001 </strong> <i>Augusto Laranja High School, Sao Paulo BRAZIL </i>

High School Certificate equivalent

<h2>WORK EXPERIENCE</h2>

<ul>

<li>Jan 2006 – Current MOEMA MARKETING, Sao Paulo BRAZIL <a href=http://www.moemamkt.com.br> </a> </li>

<li>Marketing Trainee – Casual (weekends and holidays)</li>

</ul>

<h3> Responsibilities and achievements: </h3>

<ul>

<li> Developed marketing and promotional material for sporting events </li> <li>Coordinated in-house events for the annual Moema Sports </li>

<li>Marketing Fair including audio visual, entertainment, programming, food and beverage and staffing requirements</li>

<li> Attended Regional Conference ‘Sports Marketing in Brazil 2007’</li>

<li>Increased readership of the Summer Edition of Moema Sports Magazine by 10% through promotional campaigns Jun 2006 – Sep 2006</li>

<li> THE ART OF MARKETING, Sao Paulo BRAZIL <a href= [http://www.artofmarketing.com](http://www.artofmarketing.com/)> </a></li>

<li> Internship – 12 weeks full-time </li>

</ul>

<h3> Responsibilities and achievements: </h3>

<ul>

<li> Assisted in the preparation of copywriting including press releases, radio and newspaper advertisements </li>

<li>Conducted market research into client demographics </li>

<li>Coordinated in-house internal marketing promotions such as ‘Employee of the Month’ selection</li>

<li> Updated content of The Art of Marketing website </li>

<li>Assisted Marketing Manager with general sales and marketing administration tasks </li>

</ul>

<h2> COMMUNITY INVOLVEMENT & RECOGNISED ACHIEVEMENTS </h2>

<b> 2006 </b> <br>

Selected as President of University Recreation and Sports Representative Council <br>

<b> 2005/2007 </b>

Commendation for Academic Excellence – Head of Sports Marketing, SP University <br>

<b> 2000 – 2006 </b> <br>

Captained Flora Seju Tennis Team2005

1st place in the Flora Seju Regional Volleyball Championships <br>

<b>2003 – 2006 </b><br>

Chaired the Sao Paolo Sports Ball Coordination Committee

<b> 2003 – 2007 </b><br>

Volunteer – Fundraising for Amnesty International and the 40 Hour Famine

<h2> OTHER SKILLS AND CERTIFICATES </h2>

<h3> Computer Skills: </h3>

<ul>

<li> Microsoft XP applications (Word, Excel, Office, PowerPoint, Outlook, Access) – <i>Advanced </i></li>

<li> Microsoft Office Document Imaging and Scanning - <i>Advanced </i></li>

<li> Acrobat Reader 6.0 – <i>Intermediate</i> </li>

<li> Fidelio Front Office Systems 6.02 –<i> Beginner</i> </li>

</ul>

<h3>Language Skills: </h3>

<ul>

<li> Portuguese - Native Tongue) </li>

<li> French - Basic (reading and writing skills)</li>

</ul>

<h3> Other: </h3>

<ul>

<li> St John’s Ambulance Senior First Aid Certificate - 2007 </li>

</ul>

<h2>PERSONAL COMPETENCIES</h2>

<ul>

<li>Ability to work in a fast-paced environment to set deadlines </li>

<li>Excellent oral and written correspondence with an exceptional attention to detail</li>

<li>Highly organised with a creative flair for project work</li>

<li>Enthusiastic self-starter who contributes well to the team </li>

</ul>

INTERESTS AND ACTIVITIES

Tennis, volleyball, surfing, pottery, graphic design

<h2> REFEREES </h2>

<address><b> Mr Juan Maciel</b> <br>

Events Manager <br>

Moema Marketing <br>

13 Sejuado Road

Moema 38280

Sao Paulo, BRAZIL <br>

Ph: +555 111 999<br>

Fax: +555 111 998<br>

Email: juanmaciel@moemamktg.br

</address>

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<address>

<b>Ms Izabela Monteiro </b><br>

Marketing Manager <br>

The Art of Marketing <br>

98 Bonita Way, Moema 38280

Sao Paulo BRAZIL <br>

Ph: + 555 222 333 <br>

Fax: +555 222 334 <br>

Email:izabelam@artofmarketing.com

</address>

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