

Maria Beatriz Frigerio Fernandes

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A lifelong learner

EDUCATION

Harold Washington College, Chicago, Illinois

GPA 4.0/4.0

Associate in Applied Science – Digital Multimedia Design

Expected May 2026

Relevant Coursework: Business and management

PROFESSIONAL EXPERIENCE

Self Employed, Tutor

June 2018 – June 2024

- Independently tutored children ages 10-17
- Designed and created comprehensive study materials and guides
- Developed and implemented strategies that resulted in improved academic performance

Casa Quaresmeira – Brazil

January – December 2023

Assistant teacher

- Supported teachers in planning and executing educational projects
- Facilitated communication between parents
- Assisted in the development of programs that improved student engagement and performance

VOLUNTEER EXPERIENCE

Event Coordinator (Volunteer)

School and Community Event

January – December 2023

- Assisted in planning and organizing events for children, including school activities and community parties, ensuring everything ran smoothly.
- Collaborated with a team to manage event logistics, such as selecting venues, coordinating vendors, and creating schedules.
- Oversaw event promotion and communication, helping to attract and engage attendees.
- Worked closely with community members to ensure the events met their needs and provided an enjoyable experience.
- Managed the overall flow of activities, ensuring all aspects of the event were executed on time and within budget.

CERTIFICATION

- Coursera Google Foundation of Project Management
- Meta Principles of UX/UI Design
- IBM Python for Data Science, AI & Development

SKILLS

- Project Management
- Leadership
- Problem Solving
- Communication
- Portuguese and English