

# VANESSA ESPIRITO SANTO

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## EXPERIENCE

### Office Operations Manager & Junior Developer

#### Medical Locum Services

February 2017 - Ongoing    Remote, Australia

- Developed a new website and back-office for MLS:  
Started by porting the company's website from Wordpress to Ruby on Rails in order to improve the Doctors' onboarding and allow an easier management of job postings. Then I developed a back-office where the team could manage bookings. This included generating confirmation letters and invoices for these bookings.  
**Technologies used:** HTML, CSS, Bootstrap, jQuery, Ruby on Rails, Heroku, Git
- Produced information for accounting - account/invoice reconciliation and activity report preparation;
- Recruitment consultancy and customer support via email and phone.

### Customer Assistant

#### Caixa Geral de Depósitos

June 2010 - December 2016    Lisbon, Portugal

- Welcomed clients and provided services such as deposits, savings accounts, investments, credit cards, insurances and loans;
- Performed all administrative support to run the branch: daily analysis and reporting, safe's inflows and outflows, ATM maintenance.

## PROJECTS

### Outflix | Expiring Content Tracker

#### Academic - Le Wagon bootcamp

March 2020    <http://www.outflix.rocks>

Outflix integrates with an unofficial Netflix API to display content leaving Netflix (updated weekly). Users can choose to be notified of new expiring titles weekly or monthly via email or sms.

**Technologies used:** HTML, CSS, Bootstrap, ES6, Ruby on Rails, RESTful API, Heroku, Git, Github

### Personal portfolio

#### Personal project

July 2018    [vanessaesanto.com](http://vanessaesanto.com)

I developed my personal webfolio and blog as a way of applying for the first time the concepts learnt on multiple online tutorials.

**Technologies used:** HTML, CSS, Ruby on Rails, Heroku, Jekyll, Github pages

## MY LIFE PHILOSOPHY

*"Life can be wonderful if you're not afraid of it." - Charlie Chaplin*

## EDUCATION

### Full Stack Web Developer

#### Le Wagon bootcamp

January 2020 - March 2020

### Postgraduates, Finance, Accounting and Taxation

#### ISEG School of Economics & Management

April 2014 - November 2015

### BSc, Business Management

#### ISCTE Business School

September 2007 - June 2010

## STRENGTHS

Reliable    Organized    Team oriented  
Curious    Proactive    Empathetic

## SELF DEVELOPMENT

- She Codes workshop - Apr 2019;
- Scrum Product Owner SPOC certificate - Jan 2019;
- Udacity-Google Scholarship: Front-End Web Dev - Jan 2018;
- Learn Enough Society - HTML, CSS, Rails tutorials - 2017/2018;
- Google Digital Garage - The Online Marketing Fundamentals - Mar 2017.

## LANGUAGES

Portuguese    ●●●●●

English    ●●●●●

## INTERESTS

Travel    Cats    Books    DIY  
Privacy and Security    Technology