

JUSTINE JULIETTE VÁSQUEZ PINTO

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SUMMARY

Versatile and detail-oriented professional with strong problem-solving and analytical skills. Experienced in troubleshooting computer issues, fixing bugs, managing data, and quickly adapting to new software and processes. Ready to bring my technical skills and problem-solving mindset to a customer service role where I can help both the team and customers have a better experience.

WORK AND PROJECTS EXPERIENCE

Professional Practice (MECOPT, S.A)

Sept - Nov 2024

- Troubleshoot and fixed computer issues, ensuring minimal downtime and optimal system performance.
- Managed and organized data, improving system efficiency and accuracy.
- Learned and adapted to company applications, supporting various departments and enhancing workflow.

World Robot Olympiad

2023 - 2024

- Managed project timelines, reducing delivery times by 30%.
- Spearheaded the adoption of cutting-edge engineering software, improving project accuracy by 15%.
- Collaborated with cross-functional teams, enhancing project success rates by 10%.

EDUCATION

- High School (Bachelor of Technology)
Centro Bilingüe Vista Alegre (2022-2024)
- Middle High School
Centro Bilingüe Vita Alegre (2020-2021)
Academia Integral San Lucas (2019)
- Elementary School
Colegio Bilingüe Emanuel (2012-2018)

SKILLS

Technical Skills

- Advanced level of Microsoft Office (Word, Excel, PowerPoint, Outlook, OneDrive)
- Google Suite (Google Docs, Sheets, Forms, Slides, Gmail, Meet)

Languages

- Spanish: Mother Language
- English: B2

Soft Skills

- Adaptability
 - Communication
 - Teamwork
- Attention to detail
 - Critical Thinking
 - Continuous learning
- Problem Solving
 - Organization
 - Transparency