

SANDRA CABRERA DE DIEGO

Date of birth: December 2nd 1983

Marital status: Married

Citizenship: Spanish

Website: www.sandracab.com

Email: scabreradediego@gmail.com

Phone number: +32 475 52 14 99

WORK EXPERIENCE

From **February 2014** to **May 2014**: Technology Trainer at Community Technology Network in the education sector (San Francisco, USA).

- Teaching seniors and people with disabilities basic computer skills.
- Assisting course instructor and translating course material.

From **September 2012** to **December 2013**: Associate Project Manager at UBM Tech in the media sector (San Francisco, USA).

- Project management of events sites: Game Developers Conference, Black Hat, Interop, EE Live!, InformationWeek Conference, etc. and other company initiatives.
- Responsible for the schedule, the resources and the deliverables.
- Meeting facilitation and status reporting to the stakeholders.
- Project/product management of our internal event scheduling tool and our events mobile

apps.

- Main administrator of our project management tool and ticketing system (AtTask), system configuration and maintenance.

From **February 2012** to **June 2012**: Product Manager at **QualityBack** (known as **Instaply** since 2013) in the technology sector (San Francisco, USA).

- Product requirements definition and design.
- Product iterations management.
- Product roadmap elaboration.
- Technical team management.
- Testing and release management.
- Market research participation (interviews of customers and businesses).

From **October 2009** to **November 2011**: Project Manager at **Emakina Belgium** in the web sector (Brussels, Belgium).

- Project management mainly on Drupal projects, from framework building, website creation to maintenance work.
- Project management of social media projects, Google Adwords campaigns, bannering and integration with emailing tools.
- **Clients**: Ansell Healthcare, Knauf Insulation, AGC, Benecol, Pierre & Vacances, Proximus, Gevers, Nuclear Forum, etc.

From **September 2008** to **September 2009**: Project Manager at **Sectionmedia** (acquired by Emakina in 2012) in the web sector (Brussels, Belgium).

- Budget, specifications and tasks elaboration.
- Production team planning.
- Tasks management, quality control and project follow up.
- **Clients**: McKinsey & Company, Labco, STIB,

LOXAM, etc.

From **September 2007** to **August 2008**: Consultant at Capgemini in the HR sector (Brussels, Belgium).

- Functional testing of People Soft 9.0. at ING.
- IT second line help desk for human resources issues at ING.
- Setup of PeopleSoft system for the SNCB/NMBS.
- PeopleSoft 9.0. training preparation for DHL.

EDUCATION & QUALIFICATIONS

2005 - 2007: Master in Economics and Applied Economics at the Facultés Universitaires Catholiques de Mons (Belgium).

- Dissertation: Feasibility study of a company specialized in the creation of e-commerce websites.
- Exchange program Erasmus at the Katholieke Universiteit van Leuven (Belgium) during six months.

2003 - 2005: Bachelor in Economics and Applied Economics at the Facultés Universitaires de St-Louis (Belgium).

- Exchange program with the University of Montevallo (USA) during four months.

2001 - 2003: Associate in Sociology at the Universidad de Valencia (Spain).

TRAINING & CERTIFICATIONS

From **February 2015** to **May 2015**: Italian classes - elementare 1 e 2 at Istituto di Cultura Italiana (San Francisco, USA).

From **September 2014** to **December 2014**: Culinary Arts/Chef training at Kitchen On Fire (Berkeley, USA).

From **January 2010** to **September 2010**: People Management at CIPERS Training & Coaching (Brussels, Belgium).

October 2007: PeopleTools I & II - Accelerated at Oracle University (Vilvoorde, Belgium).

September 2007: Human Resources Rel 9 at Oracle University (Vilvoorde, Belgium).

September 2007: Introduction to PeopleSoft for HRMS at Oracle University (Vilvoorde, Belgium).

LANGUAGE SKILLS

French: Native or bilingual proficiency

Spanish: Native or bilingual proficiency

English: Full professional proficiency

Dutch: Professional working proficiency

Italian: Elementary proficiency

IT KNOWLEDGE

Languages: SQL, HTML, CSS.

Databases: Oracle, MySQL (+phpMyAdmin).

Software knowledge: MS Office, Photoshop (basics).

Other IT tools: WordPress, Drupal, PeopleSoft.

INTERESTS & ACTIVITIES

Food, nutrition, yoga, outdoor activities.