

PERSONAL INFORMATION **Paula Gallardo Vera** Moneda 720, Santiago +56957687859 pgallardov@fen.uchile.cl

Sex Female | Date of birth 04/01/1995 | Nationality Chilean

WORK EXPERIENCE

(2020- Currently)

Management Analyst

Novofarma Service S.A

- Reports, SQL, Excel, Collection Service, Data management

(2020)

Global Business Services Internship

IBM

(2017 - 2019)

English Teacher's Assistant

Universidad de Chile

- Grading tests and helping students when required

(2014-2015)

Teaching and Supervising

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- Teaching math to high school students and checking than other volunteers were doing their job properly

(2014-2015)

Tele-operator

Konecta, Chile.

- Clients supporting

EDUCATION AND TRAINING

(2014 - 2020)

Management and Information System

Facultad de Economía y Negocios, Universidad de Chile

- Accountancy, Management, Economy, Information System, SAP, Excel, SQL, BPMN, Power BI, Business Intelligence, Costs

2016-2017 Management

Universidade Nova de Lisboa, Portugal

- International Management, Organizational Behaviour, Marketing

PERSONAL SKILLS

Mother tongue(s) Spanish

Other language(s)

English

Portuguese

UNDERSTANDING		SPEAKING		WRITING
Listening	Reading	Spoken interaction	Spoken production	
C1	C2	C1	C1	C2
B1	B1	A2	A2	B1