Contact information

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Skills

- English level-B2
- HTML
- CSS
- Linux
- Wordpress
- Git
- Git-Hub
- Markdown
- Sales
- Customer Support

Education and formation

- High school
- Self-taught student

Work experience

Bilingual Reservations Agent at <u>Grupo Telvista</u> from February 2023 to May 2023
- Make reservations for an airline with SABER globalizer.

Tourist driver at Live Aqua from November 2018 to December 2019
- Take and pick up guests from the Hotel to the CDMX airport.
- Take guests on tours to restaurants and archaeological sites.

Administrative Assistant at Mayor Álvaro Obregón from January 2016 to October 2018
- Keep track of overtime worked by branch employees.
- Prepare the report and signature of the workers to be able to pay them for the overtime worked.

Real estate at Coldwell Banker from May 2015 to December 2015
- Acquisition of properties, promotion and sale of these.

Freelance gaffer from February 2009 to June 2013
- Performed the activities of photography assistant and illuminator.

Financial Advisor at Afore SURA from July 2008 to December 2008
- Contact clients to make an Afore change.

Call center at Atento from January 2008 to June 2008
- Make outbound calls to clients for student scholarships..

Additional preparation

- Responsive Web Design Courses at FreeCodeCamp.
- EF SET English level certificate (B2 upper intermediate).