

YUNAIKY ANTONIA PEREIRA HERNANDEZ

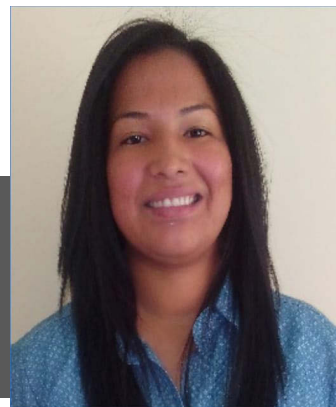


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ECONOMICS



SUMMARY OF QUALIFICATIONS

Over 10 years of experience in the Administrative and accounting area
Strong background in making presentations, indicators and documents
Proven skills in Simple accounting
Demonstrated ability to working under pressure

LANGUAGE

Spanish

English

SKILLS

MS Office

Internet and email

Customer Service

PROFESSIONAL EXPERIENCE



2022-04-05 - 2022-10-06

Bogota, Colombia.

Advisor II - Blended Support

CONCENTRIX

- Customer Service support

2019-09-02 - 2022-02-07

Bogota, Colombia.

Agent

SITEL S.A

- Customer Service support

QA support

- Mentor support

2019-09-03 al 08/31/2019

Bogota, Colombia

Bilingual Waitress

Hotel and Restaurant Indian Palace

04/17/2017 al 02/24/2019

Bogota, Colombia

Waitress

RESTAURANTE CHICHAROS Y AJONJOLI

09/15/2016 al 11/25/2016

Santa Marta, Colombia

Seller

Mundo de la Artesania

03/15/2016 al 09/15/2016

Santa Marta, Colombia

Bilingual Waitress

Restaurant Bistecca del Parque

01/15/2016 al 03/15/2016

Santa Marta, Colombia

Bilingual Waitress

Restaurante Entre Cuates

09/15/2015 al 01/15/2016

Santa Marta, Colombia

Bilingual Waitress

Restaurante el Bistro

01/09/2014 al 01/05/2015

Cabimas, Venezuela

Assistance Floor

Farmatodo

01/08/2010 al 03/03/2014

Cabimas, Venezuela

Administrator

Cooperativa Servicios Multiples RyH.R.S

05/07/2010 al 10/10/2010
Cabimas, Venezuela

Waitress and cooking assistance
Areperia La Gloria

13/10/2008 al 31/06/2010
Cabimas, Venezuela.

Administrative Assistance
Halliburton S.A

15/03/2007 al 30/06/2007
Cabimas, Venezuela.

Secretary
UNERMB

EDUCATION



10/31/2015
Cabimas, Venezuela

BACHELOR OF ECONOMICS
ZULIA'S UNIVERSITY (LUZ)

07/30/2009
Cabimas - Zulia, Venezuela

ADMINISTRATIVE ASSISTANCE
INCES

07/31/2007
Cabimas - Zulia, Venezuela

SECRETARY'S BACHELOR DEGREE
INSTITUTION HERMAGORAS CHAVEZ

COURSES AND WORKSHOPS



2019-09-11
Bogota, Colombia

Recruitment Specialist Growth Point
Sitel, S.A

06/06//2010 Term: 19 LEVEL
Cabimas, Venezuela

BASIC, INTERMEDIATE AND ADVANCED ENGLISH
CEVAZ

2009-09-26 Term: 59 HOURS
Cabimas, Zulia.

MICROSOFT OFFICE ADVANCED
INSTITUTO DE CAPACITACIÓN INTEGRAL JESÚS ADOLFO CHACÍN (ICIJACH)

2007-12-12 Term: 120 HOURS
Cabimas, Zulia.

SECRETARY AND ADMINISTRATIVE EXECUTIVE COURSE
CENIBIT

OTHERS

Support available for verification
Availability to work remotely