



# Lucia Manzur

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## Profile

Seeking and maintaining a full-time position that offers professional challenges using interpersonal skills, excellent time management and problem solving skills.

## Education

**Cabin Crew** 03/2022 - 12/2023

Flying Time, Funes

Training in skills, tools and standardised procedures needed and required by aviation companies worldwide.

**International Relations** 03/2018 - Present

Universidad Abierta Interamericana, Rosario

**EF Oxford, Inglaterra. English level B2** 01/2016 - 03/2026

EF, Oxford, Inglaterra.

Language course abroad.

**EF Sydney, Australia. English level C1** 01/2018 - 03/2028

EF, Sydney, Australia.

Language course abroad.

## Employment

**Customer service** 03/2018 - Present

Mordisco, Rosario

I addressed customer queries and issues, resolved problems and provided product.

I provided a highly professional, courteous and genuine personality and attitude towards customers and co-workers to enhance a pleasant environment and maintain constant communication between management and all other employees to provide smooth operations in an extreme high volume environment.

**Bilingual Data Entry** 05/2023 - Present

We are 365, Remote

I accurately entered data into the company's databases and other computer systems. I verified data by reviewing, correcting, deleting or re-entering it as necessary. I obtained missing or incomplete data from various sources and compiled appropriate information.

## Personal details

Date of birth

January 10, 2000

## Skills

Proactive personality: high commitment and self-driven motivation in challenging environments.

Excellent interpersonal and communication skills.

Vocation of service to others.

High sense of responsibility and punctuality.

## Languages

English