

# Marissa Estefanía Ramos Hernández



## PERSONAL INFORMATION

Oriente 245-A #65  
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## GOAL

Join a company that can offer me the possibility of growth and demonstrate all my knowledge and abilities for the benefit of it in an environment of trust and operation.

## ACADEMIC INFORMATION

### BACHELOR'S DEGREE

Universidad del Valle de México

2013-2017

Bachelor's Degree in International Relationships

## JOB EXPERIENCE

\*Bumpack S.A DE C.V –Administrative area

Responsibilities: billing, database capture, shipment tracking, document files. 6 YEARS

\*Intermessenger Group, S.A. de C.V.- Professional practices"  
6 MONTHS

\*Fundación CEILI:- "Social service" 6 MONTHS

## SKILLS

Responsible, teamwork, problems resolution, honest, punctual, loyal, very hardworking.

## KNOWLEGDE

Dominio 70% de PC y sistema MICROSOFT (Word, Excel, Power Point, etc.).

## LANGUAGES

SPANISH. - Native Language

ENGLISH. - High level

FRENCH. - Basic