

# **Professional Experience**

#### Curtume Della Torre - Ltda Administrative Assistant

Mar. 2018 - Oct. 2021

As an administrative assistant, I supported financial operations by managing billing processes and maintaining accurate records. I also played a key role in inventory management, ensuring stock levels were monitored and updated efficiently. My attention to detail and organizational skills helped streamline operations and contribute to the overall financial health of the organization.

### Cardoso and Goslin - Ltd Catering

Jan. 2022 - Mar. 2024

 $\cdot$  Performing in the operation of a canteen installed in a busy building,

• Accountable for preparing menus, overseeing food presentation, and ensuring the highest service to customers.

• Monitored stock levels and placed orders with suppliers.

• Attended continuous training to staff to ensure the highest level of customer service and compliance with company's policies and regulations.

#### ∙Skills

Front-end Development | React.js | Responsive Development

·Tools

Git | VSCode | NPM

•**Programming Languages** HTML | CSS, JavaScript

•Spoken Languages Portuguese | Native Speaker English - Second Language - Advanced

# Camila C. Bernardes

Enthusiastic and curious junior web developer with a knack for problem-solving and a passion for creating innovative solutions. As a cheeky girl ready to take on

new experiences abroad, I thrive in dynamic environments where I can blend my technical skills with my love for learning.

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https://app.netlify.com/sites/camis-portfolio/configuration/general

https://www.linkedin.com/in/camiladhaier/

https://github.com/camilaDhaier

https://app.netlify.com/teams/camiladhaier/sites

# Licenses & certifications

## SheCodes - Bootcamp

Jun. 2024 - Oct. 2024 | Full-time

#### Junior Web Developer

The ultimate training in coding learning everything needed to become a professional developer.

# Anhanguera University

Jan. 2020 - Dec. 2021

Master of Technology - International Business A course to equip with the knowledge and skills to navigate and succeed in the global marketplace.

CCBEU - American Space Jan. 2010 - Dec. 2016

**English as a second or Foreign Language** From the Basic to Advanced level.

## Icot College - Ireland

Jan. 2022 - Jul. 2023

## English and Cultural Exchange Program

**Complementary Courses: Communication and Public Speaking (Conquer - school)** Aug. 2021 - (15 hours attended)