Lucila Soledad Panero

CURRICULUM VITAE



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Date of birth: 09/03/1995

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English: Advanced

Excel, Word, Power point: Intermediate

OBJECTIVE

I would like to acquiere knowledge in the administrative area, that allow me to put into practice theoretical knowledges provided by academic training.

SKILLS

Responsible. Active. Good partner. A tidy person.

EDUCATION

Bachelor´s degree in International Trade - UNLaM

2013-2020
Average: 7.68

COURSES

- 2018: EF International Language Centers, Brighton. **Level**: C1.1 (Advanced)
- 2015: Cabin crew in Escuela Profesional de Aeronavegantes. **Best average**: 9.44
- 2006-2012: Curso de Estudios Superiores de Inglés en Instituto Cambridge de cultura inglesa.

WORK EXPERIENCE

Export documentation | MGP LOGISTICS SRL

May 2019 – Present
Releases at destination and delivery original bill of lading. Load export documentation. Revise, amend and send bill of lading and house bill of lading to our clients to check them. Cargo tracking. Make and send ISF (import security filing)

Administrative | MAS BATERÍAS

December 2016 – July 2018
Do administrative tasks, such as: invoicing or receiving orders by email. Customer service.