Rocío Ayelén Juárez Fonseca

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EXPERIENCE

Missionary Training Center — *Teacher & Trilingual Interpreter*

SAO PAULO, BRAZIL (ON SITE) JAN 2023 - SEP 2023

Teaching abilities
In charge of groups of 8-15 people simultaneously
Teamwork
Lesson Organization and Planning
Critical Thinking
Use of online learning platforms and virtual classroom technology
Interpreter & Translator
Fluent Portuguese
Calendar organization
Personalized mentoring
Creativity
Microsoft Teams

Balance Of Nature — *Bilingual Administrative Assistant*

UTAH, UNITED STATES (REMOTE) AGO 2022 - JAN 2023

Time management
Written and Verbal Communication
Problem-solving
Knowledge of Microsoft Office Package
Fluent English
CRM System
Calendar Management
Atenttion to detail
Multi-tasking
Customer Support
Confidentialy

Church of Jesus Christ of Latter Days Saints— *Volunteer*

SANTA FE & ENTRE RIOS, ARGENTINA (ON SITE) JAN 2021 - FEB 2022

Active Listening
Time Management
Emotional Intelligence
Leadership
Social Media Management
Specialist in goals
Trained and led groups of people
Communicated with a variety of individuals
Coordinated activities with religious and civic groups as Pubic Relations Representative

EDUCATION

Ensign College Online - Marketing on Social Media

SEP 2022 - PRESENT

I am learning to develop social media marketing campaigns based on a company's goals, target market, research, analytics, and budget.

Funval International

APR 2022 - MAY 2022

A course dedicated to customer support skills also includes English speaking, listening, reading, and writing. B2 level reached.

BYU Pathway Worldwide

JAN 2022 - DEC 2022

The program is focused on skills such as budgeting, leading, teaching, managing a group, and being accountable to deadlines.

REFERENCES

Barbara Bueno - Supervisor at MTC

PHONE: +55 11 95165 - 6931

Cecilia Yegros - Teammate at MTC

PHONE: +55 11 99443 -7656

Camille Raposo - Team Lead at BON

PHONE: +54 9 11 5146 - 4465

Johana Fonzalida - Teammate at Volutaring

PHONE: +54 9 116682 - 9496