

Daniela Guette

Social Communicator - Journalist

ABOUT ME

Professional in social communication with experience in customer service in different disciplines, passionate about languages and the great variety of opportunities that comes with it. currently looking for a position in which I am allowed to strengthen and work on my skills to guarantee a great job.

CONTACT

+57 (318) 429-4840

danielaguettelopez2@gmail.com

LANGUAGES

Spanish: Native

English: Level High - B2

WORK EXPERIENCE

Logistics coordinator

Lean Staffing Solutions for CJ Logistics America, LLC. | August 2018 - present.

- Loads monitoring and identification of novelties and solutions.
- Collection of documents and generation of daily reports.
- Daily follow up meetings and training of new talents.

Customer Service Representative

Atlantic International BPO for HUMANA | Mayo 2017 - Agosto 2017

- Provide information and guidance on services.
- Specialized technical assistance.
- Solutions for complaints and suggestions received.

Internal Communications Trainee (Caribbean-Central America Regional)

CEMENTOS ARGOS S.A.S. | May 2016 - August 2016

- Content development for the internal media of the company Luz Verde Newspaper, Luzverde.com and Al Día newspaper.
- Constant monitoring of the media and their reception, as well as documents translation.
- Budget monitoring.

Bilingual Agent for LATAM Airlines / LATAM PASS

AVANZA S.A.S.. | January 2015 - December 2015

- Provide information about the airline, types and availability of flights, baggage information and general topics such as laws and rules of the institution.

- Ticket sales, rescheduling and special needs.

EDUCATION

Universidad Autónoma del Caribe

Social Communication- Journalism with organizational emphasis Barranquilla/Colombia | 2017.

Centro de idiomas - CONTACT Barranquilla

English B2 | 2012

Colegio distrital Maria Auxiliadora

Academic Bachelor with emphasis on environmental education | 2011..